

MILLVILLE CITY COUNCIL MEETING
City Hall - 510 East 300 South - Millville, Utah
April 9, 2015

PRESENT: Michael Johnson, Michael Callahan, Julianne Duffin, Mark Williams, Rose Mary Jones, Tara Hobbs, Harry Meadows, Gary Larsen, Bob Bates, Amy Eskelsen, Christian Wilson, Frank Smith, Chad Jensen

Call to Order/Roll Call

Mayor Michael Johnson welcomed everyone to the Council Meeting calling the meeting to order at 7:02 p.m. The roll call indicated Mayor Michael Johnson and Councilmembers Michael Callahan, Julianne Duffin, and Mark Williams were in attendance with Councilmembers Cindy Cummings and Ryan Zollinger excused; also Treasurer Tara Hobbs and Recorder Rose Mary Jones were present.

Opening Remarks/Pledge of Allegiance

Mayor Johnson invited all to join him as he led those present in the pledge of allegiance.

Approval of agenda and time allocations

The agenda for the City Council Meeting of April 9, 2015 was reviewed. **Councilmember Callahan moved to approve the agenda as published.** Councilmember Duffin seconded. Councilmembers Callahan, Duffin, and Williams voted yes with Councilmembers Cummings and Zollinger excused. (A copy of the agenda is included at Attachment "A".)

Approval of minutes of the previous meeting

The Council reviewed the minutes of the City Council Meeting held March 26, 2015.

Councilmember Duffin moved to approve the minutes for March 26, 2015.

Councilmember Callahan seconded. There was a clerical correction made to the minutes.

Councilmembers Callahan, Duffin, and Williams voted yes with Councilmembers Cummings and Zollinger being excused. (A copy of the minutes is included as Attachment "B".)

Report on Planning Commission Meeting held April 2, 2015

Commissioner Jim Hart was unable to attend the Council Meeting to report on the Planning Commission Meeting held April 2, 2015. The Council reviewed the minutes as drafted. (A copy of the minutes is included as Attachment "C".) The Council had no questions on the minutes.

Consideration of a Business License – For The Dog LLC

Amy Eskelsen requested a business license for a business named For The Dog LLC at 35 East 300 South. As this business was working with dogs, there was a question raised about the dogs barking and whether this would be a concern for the neighbors. Ms. Eskelsen explained the dogs would be on a leash and the owners would be present with their dogs. She would have her dogs confined inside her home during the trainings. This is an obedience class to help individuals teach their dogs and to help them become better animal owners.

Councilmember Williams moved to approve the business license for For The Dog LLC. Councilmember Duffin seconded. Councilmembers Callahan, Duffin, and Williams voted yes with Councilmembers Cummings and Zollinger excused. (A copy of the business license application is included with the minutes as Attachment “D”).

Consideration of Rezone Request on Parcels 03-037-0019, 03-037-0020, and 03-037-0055 from Open Space to Residential-1 / City Zoning Map Update

Mayor Johnson indicated this agenda item was for consideration to rezone parcels 03-037-0019, 03-037-0020, and 03-037-0055 from Open Space to Residential-1 and to update the City Zoning Map. As required by law, the time allotment for concerns to the request following the public hearing had expired and nothing was submitted within the ten days as specified.

Councilmember Duffin moved to adopt Ordinance 2015-[2] – Martha Balph Property Rezone with the property parcels listed and also to update the zoning map.

Councilmember Williams seconded. Councilmembers Callahan, Duffin, and Williams voted yes with Councilmembers Cummings and Zollinger excused. (A copy of the ordinance and zoning map as revised is included with the minutes as Attachment “E”).

Report from Cache County Sheriff’s Office

Sheriff Chad Jensen introduced himself to the Council reviewing with them his service with law enforcement over the past several years. As the newly elected Sheriff, he has made some changes within the department. He has reevaluated the costs for services and determined the cost for patrol to be lowered from \$53 per hour to \$48.54 per hour. He had also revised descriptions for administrative positions, utilizing the officers to be involved in more than one area. There had been a trial period where officers would do 10-hour shifts on patrol; this did not work well and they are now back on 8-hour shifts. With the administrative savings, more officers are being hired to give better service to the community.

Mayor Johnson asked for input on any items the Council should be aware of. There was discussion about the high school which is being built and the need for additional services in the next year. The Sheriff’s Office has a contract with the school district to provide services for the schools. Sheriff Jensen explained that when the high school opens—there will be a large presence of officers for the first few months to get the students trained on the rules in the area.

There was also discussion about the elementary school and the concerns for having traffic and safety problems. Sheriff Jensen indicated they appreciate calls from the principals on concerns they have.

Sheriff Jensen also addressed traffic problems they are experiencing at Mountain Crest.

The proposed contracts have a clause in it about providing office space for the officers; however, these will be eliminated in our contracts.

Sheriff Jensen was asked about having patrol on the road going toward the Millville Canyon on Friday evenings from 4 – 7 p.m. There was also concern for the north side of the 450 North road near our North Park; the Sheriff was asked to have this area patrolled and tickets given if parked in the ‘No Parking’ areas. There was also concern for several beer cans being discarded on the cemetery property.

Mayor Johnson expressed appreciation for their service rendered to our community. He felt the officers were doing a great job, both professionally and in supporting community events.

Cache County Sheriff’s Contract for Law Enforcement Services and Animal Control Services

Mayor Johnson had received the contracts for Law Enforcement and Animal Control Services. The Council compared the costs proposed for the current year with those of the past year. For the same coverage, law enforcement costs had been reduced and animal control had remained the same. (A copy of the current contracts as well as last year’s contracts are included with the minutes as Attachment “F”.)

There was discussion about animal control and getting the dogs registered. Sheriff Jensen reported a deputy will contact the City and follow up on those who have not yet licensed their dogs. The owners will be asked about their ownership and given a certain amount of time to license their dog; they will then receive a citation if it is not completed. Treasurer Tara Hobbs indicated she had already been contacted by a deputy for information to get the licensing completed.

Councilmember Callahan moved to approve the Law Enforcement Contract and the Animal Control Contract as amended with the Law Enforcement Contract amount set at \$16,111 and the Animal Control Contract at \$3,766. Councilmember Williams seconded. Councilmembers Callahan, Duffin, and Williams voted yes with Councilmembers Cummings and Zollinger excused.

Proposal for Storm Drain on 100 West 100 North

Superintendent Gary Larsen revisited the topic of installing a storm drain on 100 West 100 North. Lance Anderson of Landmark Engineering, representing the school district, proposed having this installed. He had approached the canal company and they are willing to pay \$5,000 toward the project. The school district is also willing to contribute and questioned if the City would participate. This would allow for excess irrigation water to be placed in the drain and would also allow it to be used for storm water. At the last Council Meeting, it was determined this project would benefit a very small area of the community; however, if the diversion of the water was made from the upper canal to the lower canal, this would benefit a significant number of property owners throughout the community in the event of excessive runoff.

The new proposal would be designed with a simpler diversion box; the cost would be less than the original project. The question would be if the City would be willing to expend \$10,000 to \$13,000 towards this project. The project would have to go in prior to the roadway being built.

The road has been staked and the building of it is proposed to start as early as next week. There was also discussion about the sewer line which will be installed in the middle of the right of way and whether there should be stubs installed to properties at this time. Adjacent to the high school property to the east, a parcel of land has been purchased by the Corporation of the President, which is speculated for a seminary building to be built. There would be a need to have water and sewer services installed. When building occurs, curb and gutter would be a requirement along with the storm water disposal and retention. This suggested drain line would also help in mitigating the water from this parcel. The sidewalk on 100 North will be installed soon; the drain line would need to go in before the installation.

Lance Anderson was consulted via telephone to see if a cost could be determined for having the sewer lines stubbed to the homes. It was suggested the cost could range from \$700 to \$1,200 per connection, depending on how many utilities they are required to cross.

Councilmember Callahan suggested having the City write a letter to the Millville Irrigation Company, the Providence Blacksmith Fork Irrigation Company, and the Garr Spring Irrigation Company asking to have a head gate repaired at 300 South and Canal Street, as there is no diversion at this location. It was the consensus of the Council to not become involved in this matter at this time.

The storm drain discussion led into the next agenda item and the motion regarding it was deferred until after that discussion.

Sewer line Extension on 200 North from the Canal to 100 West

Superintendent Larsen indicated it was proposed to have the sewer line extend from the lower canal eastward on 200 North to 100 West. As work on this roadway will begin in the very near

future, a decision should be reached as to this extension and whether to allow stubs to be installed to the properties of current owners determining if they would be allowed to hook onto the line at this time.

Lance Anderson also provided information about the cost for extending the sewer line from the canal to 100 West on 200 North. The cost of installing a manhole would be approximately \$4,500 with the extension totaling about \$12,000.

After deliberation regarding pros and cons for putting in the stubs to the properties, the following was motioned.

Councilmember Duffin moved to participate in the storm water drain line up to \$11,000 and also extend the sewer line from the canal on 200 North to 100 West, not participating in installing the laterals at this time, with the exception of the lateral to the property proposed to house the seminary building. Councilmember Callahan seconded.

The Council discussed the participation in the storm water line and the amount of money it was willing to allocate. It was suggested the amount should be up to \$13,000, so as to not let the project fail for the lack of a couple thousand dollars.

A friendly amendment to the motion was made by Councilmember Williams, amending the amount to \$12,000. Councilmember Callahan seconded. The Council voted with Councilmembers Callahan, Duffin, and Williams voting yes and Councilmembers Cummings and Zollinger excused.

Along with this storm drain project, Superintendent Larsen asked for direction regarding the water service line to Frank Smith's home, which may need to be replaced. It was the consensus of the Council to move forward in upgrading this as needed.

Bills to be paid

The bills were presented. They are as follows:

Stephanie Eggleston	4.03	General
Tara Hobbs	112.70	Water
Rose Mary Jones	420.86	Park
Adria Davis	10.06	P&Z
Rocky Mountain Power—		
North Park	113.22	Park
Shop	183.46	Building
Crossing Guard	17.06	Crossing Guard
Ball Park	7.93	Park
North Well	37.71	Water
Park Well	119.54	Water

BILLS (Continued)--

Water Treatment	39.07	Water
Highline Reservoir	722.92	Water
Public Treasurers Investment Fund	7,667.00	Water
Cache County Service Area	10,498.70	Sanitation
Cache County Service Area	1,710.00	9-1-1
Lowes	49.71	Road
Utah LTAP	45.00	Road
O'Reilly Auto Parts	29.99	Park
Peterson Plumbing Supply	54.40	Park
Comcast	73.75	Water
South Fork Hardware	19.98	Water
AT&T	108.92	Water
J-U-B Engineering	6,122.50	General
Daines and Jenkins	720.00	Legal
Caselle	125.00	Water
Angie Spackman	5.56	Easter
Watkins Printing	253.22	Miss Mill/General/Easter
Don Aslett's Cleaning	86.62	Building
Maceys	15.96	General
Jacketta Sweeping Services	887.50	Road
Tausha Thornton	40.00	Youth Council
Krista Melani	40.00	Youth Council
Bonnie Fuhriman	40.00	Youth Council
Diane Zollinger	40.00	Youth Council
Jill Woolley	40.00	Youth Council
Heidi Checketts	40.00	Youth Council
Michelle Hill	40.00	Youth Council
Charlotte McConckie	40.00	Youth Council
Melanie Nichols	80.00	Youth Council
Deb Low	40.00	Youth Council
Emily Davis	40.00	Youth Council
Nicole Norris	40.00	Youth Council
Alicia Nyman	40.00	Youth Council
Karlette Johnson	40.00	Youth Council
Annette Pehrson	40.00	Youth Council
Crystal Blankenship	40.00	Youth Council
Jennifer Whipple	40.00	Youth Council
Susie Simmons	40.00	Youth Council
Jamie Zollinger	40.00	Youth Council
Pam Waldron	80.00	Youth Council
Mollie Anderson	40.00	Youth Council
Tara Hobbs	40.00	Youth Council
Salary Register	11,521.42	

Councilmember Duffin moved to pay the bills for April 9, 2015. Councilmember Callahan seconded. There was clarification on the cost of pumping to the Highline Reservoir. Councilmembers Callahan, Duffin, and Williams voted yes with Councilmembers Cummings and Zollinger excused.

City Reports

Roads and Sidewalks:

As the roadway and sidewalk will be built on 100 North, Superintendent Larsen suggested tagging the trees that would need to be removed for this project; this would help to expedite the project making sure everyone is on the same page.

Superintendent Larsen explained that Johnson Construction Company had received the bid to do the dirt work for the new bridge and they are in need of more rip rap to go into the river. A possible transaction is being worked out with them in trading the excess rock the City purchased during the NRCS Project for other materials the City is in need of. This would result in a fair trade with no money being exchanged. More details will be brought to the Council as this develops and becomes final.

City Parks:

Superintendent Larsen reported the RAPZ reimbursement money had been received from the County for the splash pad grant awarded last year.

Culinary Water System:

Superintendent Larsen reported that winter water from Garr Spring has been turned out and is no longer being put into our culinary water system.

The ASR project at the North Well was reported on. There had been 34 million gallons of water injected into the well. The Utah Geological Survey has taken their initial readings. There was a transducer installed; however, it is no longer there, probably at the bottom of the well. As the well is started, samples will be taken and monitored for different substances. Superintendent Larsen explained the City would not receive a permit from Water Quality to continue to inject water into the well next year. It will take about a year for all of the studies to be completed and compiled. At that time, information should be available to see if this is a project that should be continued in the future. There would be an extensive permitting process required for it.

Frank Smith asked the Council to make an on-site visit regarding the removal of trees on the corner of 100 North 100 West. There is a telephone pole to be placed in front of his house

and he questioned the location for this. It was explained the location had not been finalized to date.

Bob Bates asked for clarification on where the sewer lines would be. It was explained the sewer lines would go from the east of the school property on 100 North and 200 North eastward to 100 West.

Other

Mayor Johnson indicated he had been contacted by Christian Wilson of Design West who is in charge of the design for remodeling the Millville Elementary School. As part of the bond which was passed a couple of years ago by the school district, remodeling would be done at the Millville, Providence, and Summit Elementary Schools. It is required by the state that the school district work with the municipality to inform them of their plans.

Mr. Wilson provided to the Council information regarding this remodeling job showing illustrations of what the layout of the remodeled school would look like, as well as the design on the front of the school. The school will stay on a septic system at this time. There will be two kindergarten classrooms, two first grade classrooms, and a gym added onto the school. (A copy of this information is included with the minutes as Attachment "G".)

Verification will be sent to Mr. Wilson indicating the Council had received information on this project.

Review of Business Licenses for 2015

Recorder Jones presented to the Council a list of all of the businesses currently licensed in the City and also those businesses that have chosen to not renew or continue with their business. (A copy of this information is included with the minutes as Attachment "H".)

Councilmember Reports

Councilmember Duffin reported on information for the City Celebration. She was exploring the idea of purchasing a cotton candy machine for the City at a cost of \$500 to \$600. She will look into this in more detail.

The Cache Community Band will be performing for the Celebration and she questioned how many folding chairs are available for use at the event.

Councilmember Duffin is trying to find someone to volunteer to be in charge of the parade this year.

Councilmember Duffin reported on the Interlocal Agreement between Cache County School District and the City. This agreement was reviewed by Councilmembers Duffin and Zollinger as well as Engineer Murray and Superintendent Larsen. There has been some revisions made to this document explaining the responsibilities of both parties, which makes it simpler to understand. This will define who will do what and the dollar amount associated with the varying items. The goal is to receive equal compensation for impacts and what is being provided to the City, as no money is proposed to change hands.

It was requested to have this on the agenda at the next meeting. Information should be available prior to the meeting for the Council to review.

There was also discussion about a roundabout that had been designed on the 300 West road after crossing the new bridge at approximately 2600 South. This roundabout was not requested by the City but is part of the school district's proposal. The cost for the construction of the roundabout was approximated to be \$300,000. It was questioned if the City would be the only one to receive the benefit of this roundabout or if others would also benefit. This should be part of the discussion at the next Council Meeting.

(Councilmember Reports information is included with the minutes as Attachment "I".)

Other Items for Future Agendas

Recorder Jones reported there had been updated animal control licensing information emailed to the Council for their information.

Superintendent Larsen questioned how the contractor would be paid for the sewer line extension to 100 West on 200 North. Mayor Johnson indicated it could be paid through the school district or a check will be cut from the City; the contractor will receive compensation. As soon as a firm number is received, this should be provided for the budget information.

Adjournment

Councilmember Williams moved to adjourn. Councilmember Duffin seconded. Councilmembers Callahan, Duffin, and Williams voted yes with Councilmembers Cummings and Zollinger excused. The meeting adjourned at 9:02 p.m.

ATTACHMENT "A"

NOTICE AND AGENDA

Notice is hereby given that the Millville City Council will hold their regularly scheduled council meeting on Thursday, April 9, 2015, at the Millville City Office, 510 East 300 South in Millville, Utah, which meeting shall begin promptly at 7 p.m. (Please note the time given to each agenda item is an approximate time.)

1. Call to Order / Roll Call – Mayor Michael Johnson.
2. Opening Remarks / Pledge of Allegiance – Councilmember Mayor Michael Johnson..
3. Approval of agenda and time allocation.
4. Approval of minutes of the previous meeting – March 26, 2015.
5. Action Items—
 - A. Report on Planning Commission Meeting held April 2, 2015 –Commissioner Jim Hart – 7:03 p.m.
 - B. Consideration of a Business License – For The Dog LLC – Amy Eskelsen – 7:05 p.m.
 - C. Consideration of Rezone Request on Parcels 03-037-0019, 03-037-0020, 03-037-0055 from Open Space to Residential-1 / City Zoning Map Update - Mayor Michael Johnson – 7:07 p.m.
 - D. Report from Cache County Sheriff's Office - Sheriff Chad Jensen – 7:10 p.m.
 - E. Cache County Sheriff's Contract for Law Enforcement Services and Animal Control Services – Mayor Michael Johnson – 7:20 p.m.
 - F. Proposal for Storm Drain on 100 West 100 North – Superintendent Gary Larsen – 7:25 p.m.
 - G. Sewer line Extension on 200 North from Canal to 100 West – Superintendent Gary Larsen – 7:30 p.m.
 - H. Bills to be paid.
6. Discussion Items—
 - A. City Reports.
 1. Roads/Sidewalks – Superintendent Gary Larsen.
 2. City Parks – Superintendent Larsen.
 3. Culinary Water System – Superintendent Larsen.
 - B. Review of Business Licenses for 2015 – Recorder Rose Mary Jones.
 - C. Councilmember Reports.
 - D. Other items for Future Agendas.
7. Adjournment.

In compliance with the American with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during public meetings should notify Rose Mary Jones at (435)752-8943 at least three working days prior to the meeting.

Notice was posted on April 6, 2015, a date not less than 24 hours prior to the date and time of the meeting and remained so posted until after said meeting. A copy of the agenda was sent electronically to the Utah Public Meeting Notices website (<http://www.utah.gov/pmn/index.html>) on April 6, 2015.


Rose Mary A. Jones, Recorder

ATTACHMENT "B"

**MILLVILLE CITY COUNCIL MEETING
City Hall - 510 East 300 South - Millville, Utah
March 26, 2015**

PRESENT: Michael Johnson, Michael Callahan, Cindy Cummings, Julianne Duffin, Mark Williams, Ryan Zollinger, Rose Mary Jones, Tara Hobbs, Harry Meadows, Gary Larsen, Martha Balph

Call to Order/Roll Call

Mayor Michael Johnson welcomed everyone to the Council Meeting calling the meeting to order at 7:05 p.m. The roll call indicated Mayor Michael Johnson and Councilmembers Michael Callahan, Cindy Cummings, Julianne Duffin, Mark Williams, and Ryan Zollinger were in attendance; also Treasurer Tara Hobbs and Recorder Rose Mary Jones were present.

Opening Remarks/Pledge of Allegiance

Councilmember Duffin led all present in the pledge of allegiance and then offered a prayer.

Approval of agenda and time allocations

The agenda for the City Council Meeting of March 26, 2015 was reviewed. Mayor Johnson noted that Sheriff Chad Jensen would be unable to attend the meeting, as he is out of town. **Councilmember Williams moved to approve the agenda moving the items regarding the Report from Cache County Sheriff's Office, Cache County Sheriff's Contract for Law Enforcement Services and Animal Control Services to the next meeting.** Councilmember Cummings seconded. Councilmember Callahan, Cummings, Duffin, Williams, and Zollinger voted yes. (A copy of the agenda is included at Attachment "A".)

Approval of minutes of the previous meeting

The Council reviewed the minutes of the City Council Meeting held March 12, 2015. **Councilmember Cummings moved to approve the minutes of the March 12, 2015 meeting.** Councilmember Duffin seconded. Councilmember Callahan, Cummings, Duffin, Williams, and Zollinger voted yes. (A copy of the minutes are included as Attachment "B".)

Youth Council Report

Councilmember Duffin reported to the Council on the activities that the Youth Council have participated in as follows:

- In February, seventeen of the Youth Council attended the Legislature at the State Capitol in Salt Lake City where they were able to see a bill regarding a seat belt law debated on the floor. This was pertinent and a great learning experience for the youth. Afterwards, they had lunch with Representative Curt Webb who discussed with them how a bill is sponsored, and then toured the Capitol Building.

- Also in February, they participated at the Dog Clinic in the registration of animals.
- In March, they attended the Youth Council Leadership Conference at Utah State University where they won \$50, taking 5th place in the Council Challenge; they were also presented with the prestigious award given to the council who showed outstanding enthusiasm, leadership, and team work at the conference. The plaque received will be displayed in the City's showcase.
- In April - the Easter egg hunt will be on April 5 beginning at 9:30 a.m. The youth filled 2,000 eggs for the activity. There have been extra signs made to advertise the event.

Millville City Water Audit

Superintendent Gary Larsen presented to the Council the water audit for 2014. (A copy of this is included with the minutes as Attachment "C".) Some highlights from the report were:

- The production was 105.47 million gallons for the year, with metered sales for the year at 97.74 million gallons and 92% accounted for.
- The power cost for pumping was \$0.19 per thousand gallons and the booster pumping cost was \$0.17 per thousand gallons, for a combined total of \$0.36 per thousand gallons.
- The peak day for water usage was July 12 with 81% of the water system's capacity being used; however, the total production for July was 65% of that capacity.
- The operating revenue for 2014 was \$338,265 compared to 2013 at \$340,205.

Superintendent Larsen explained the metered sale chart mirrors the well pumping production chart.

There was discussion about the impact the new high school will have on the water consumption for our system. It was noted that during our peak month, school is not in session. They are planning to have another source of water for their outside watering needs. It was suggested that they are planning to drill a well for their secondary water. Development Coordinator Harry Meadows had been contacted about a noise ordinance, as this may involve running a generator 24/7. It was questioned if the City would receive any notice about the well application for the school; it was thought that there should be notification made.

There was some discussion about a shortage of water for this summer and possible drought conditions. It was stated that if there is a push for limiting water usage, the usage would go up. Councilmember Duffin suggested providing information encouraging landowners to aerate and fertilize their lawns to keep them healthier. Residential water consumption is only 6% of all water used; the majority of the water used is for agricultural needs.

Superintendent Larsen emphasized the rate structure for the water system was developed taking into consideration for the valleys and peaks in operating a system. The base rate charged is to cover the basic debt for the system.

PUBLIC HEARING

PRESENT: Michael Johnson, Michael Callahan, Cindy Cummings, Julianne Duffin, Mark Williams, Ryan Zollinger, Rose Mary Jones, Tara Hobbs, Harry Meadows, Gary Larsen, Martha Balph

Councilmember Zollinger moved to open the public hearing to consider a rezone request on Parcels 03-037-0019, 03-037-0020, and 03-037-0055 from Open Space to Residential-1. Councilmember Callahan seconded. Councilmember Callahan, Cummings, Duffin, Williams, and Zollinger voted yes.

The purpose of the hearing is to consider a rezone request on Parcels 03-037-0019, 03-037-0020, 03-037-0055 as requested by Martha Balph from Open Space to Residential-1 and to update the proposed Millville City Zoning Map.

There was no comment from the public.

Councilmember Callahan moved to close the public hearing. Councilmember Cummings seconded. Councilmember Callahan, Cummings, Duffin, Williams, and Zollinger voted yes.

Review Comments Regarding the Balph Rezone Request and Continue to Next Council Meeting

Mayor Johnson reviewed with the Council information from the Utah League of Cities and Towns Powers and Duties Book explaining the procedure for Land Use issues. Following a public hearing on land use, there are ten days that the written objection can be made. Therefore, no action was taken on this item at the meeting.

There was discussion about the procedure to follow regarding land use items.

Councilmember Williams moved to have this as an action item for the next meeting. Councilmember Duffin seconded. Councilmember Callahan, Cummings, Duffin, Williams, and Zollinger voted yes.

Report from Cache County Sheriff's Office

Sheriff Chad Jensen was unable to attend the meeting. This item will be continued to a future meeting.

Cache County Sheriff's Contract for Law Enforcement Services and Animal Control Services

This item was previously continued to a future meeting. Councilmember Duffin requested to have the current contract amounts for sheriff and animal control services available to compare with the new contracts.

Utah League of Cities and Towns Training / Consideration of Cancelling or Rescheduling the April 9, 2015 Council Meeting

Mayor Johnson questioned who would be attending the Utah League of Cities and Towns Training on April 9. Councilmembers Cummings and Zollinger will be attending. As there will be a quorum present, it was decided to have the meeting as scheduled.

Bills to be paid

The bills were presented. They are as follows:

Mike Johnson	50.00	Water
Harry Meadows	965.37	Public Safety
Melanie Nichols	196.44	Easter
Gary Larsen	360.00	Water
Tara Hobbs	115.50	Water
Questar	225.03	Park/Building
Maverik	127.95	Park
Utah Geological Survey	1,555.01	Water
Utah Local Government Trust	248.55	Insurance
Utah League of Cities and Towns	305.00	General
Cache Valley Publishing	65.60	General
Best Western Abbey Inn	284.34	Road
Mountain States Supply Co.	361.45	Water
Staples	583.84	General
CenturyLink	176.65	General
Rocky Mountain Power	1,157.57	Street Lights
Salary Register	8,514.52	

Councilmember Cummings moved to pay the bills for March 26, 2015. Councilmember Williams seconded. Councilmember Callahan, Cummings, Duffin, Williams, and Zollinger voted yes.

Councilmember Williams moved to have this as an action item for the next meeting. Councilmember Duffin seconded. Councilmember Callahan, Cummings, Duffin, Williams, and Zollinger voted yes.

City Reports

Roads and Sidewalks:

Superintendent Larsen discussed with the Council our Main Street which was a State Road and is now a County Road. As the County has jurisdiction for this road, it is in definite need of some repairs; the shoulder of the road is in really bad shape. A letter had been sent to them a few years ago asking to have this repaired. It was the consensus of the Council to send another letter. Recorder Jones was asked to prepare the letter for the Mayor to sign requesting repairs be made.

Superintendent Larsen reported there is a problem in the salt storage shed with pigeons and their droppings. He has done some investigating in how to curtail the problem and found there needs to be netting placed under the rafters so the birds cannot access it. An estimate for the materials to do this would be about \$1,000. This is a project that is proposed to be completed in this fiscal year.

City Parks:

Superintendent Larsen has been approached by Turf-it Landscaping Company who is willing to mow the north park for \$75 per mow. This is lower than the bid from the company used last year. He is planning to award the contract to this company for the summer mowing.

Culinary Water System:

Superintendent Larsen reported the ASR project has placed 32 million gallons of water in the north well. After April 1, the water injection will stop and the withdrawal and monitoring will begin. Utah Geological Survey will be involved and will be doing monitoring from additional sites also.

Superintendent Larsen reported he had been given the approval from the state to upgrade the park well pump from pumping 680 gpm to 900 gpm; however, there are some conditions that go along with that approval. He questioned with the drought situation this year, whether the Council would like to have this done at this time. He indicated the pump is not showing any indication of being worn out; however, this project is budgeted if needed. With a larger pump, the source protection zone would need to be enlarged and updated. There was discussion about the power costs that would increase. The consensus was to wait until the factors point to having this completed. This will continue to be a budgeted item, to allow for funding when needed.

Superintendent Larsen briefly discussed with the Council a proposal to establish a water conservancy district for the Bear River Basin water. There will be a formal presentation

made to the Council in the near future. This district had been proposed a few years ago and was defeated by a general vote of the people. They are planning to bring this to the communities again to discuss the concept. There will be public hearings and it will probably go to a general vote. This district would have its own taxing power. It is proposed that the individual cities would be able to maintain control of their water and the resources they use. The proposal is to develop a vehicle to manage the water and do something with the Bear River water before someone else files on it. Different sites for water storage were discussed by the Council.

As two Councilmembers will not be in attendance at the next meeting, it was decided to have the presentation regarding this moved to the following meeting.

Consideration for Establishing a Recycling Market Development Zone

Councilmember Zollinger reviewed with the Council a sample resolution used to establish a recycling market development zone which would allow for certain state and federal tax credits. In order for businesses to take advantage of this recycling tax credit, the entity must adopt a resolution. It was the consensus of the Council to ask those businesses that would benefit from the legislation to pay the upfront costs of having the resolution drafted for the City's consideration. Councilmember Zollinger will make the contacts to have this considered. (Sample information presented is included with the minutes as Attachment "D".)

Commercial Corridor Development

Development Coordinator Meadows provided information to the Council regarding commercial corridor development. (The information provided is included as Attachment "E".) He explained in the current ordinances there are limited guidelines for building in a commercial zone, basically height restrictions. It was the recommendation of the Council to ask for a proposal from Jake Young, Civil Solutions Group, to see what the cost would be to have some guidelines established for the proposed commercial area. Development Coordinator Meadows will make the contact and work with Mr. Young.

Development on Private Roads

Development Coordinator Meadows reviewed with the Council references made in the ordinances to private roads and private lanes. (A copy of this information is included with the minutes as Attachment "F".) He asked for direction whether these should be removed from the ordinances or whether guidelines should be established for them. The consensus of the Council was to have him research additional information, perhaps from Nibley City, on their private roads and what stipulations they have in developing them.

City Budget

Mayor Johnson requested the Council to provide proposals for department budgets to be considered in the budgeting process.

Councilmember Cummings discussed the CERT Program and the need for budgeting for it. She explained there had been great participation at the first class offered by the City but very little interest for the next class.

Councilmember Cummings indicated she felt it would be appropriate to look into some type of a solar panel to power the Emergency Radio Operations Center.

Councilmember Reports

Councilmember Duffin stated she is in the process of compiling suggestions and corrections to the General Plan for the Council to review. She requested that any information be submitted to her by April 1.

Councilmember Duffin reported she had talked with David Zook from Nibley City. A small portion of the Nibley City boundary is on the east side of the river. Nibley has planned a walking trail that goes along the east side of the river from the high school to the mouth of Blacksmith Fork Canyon. She invited other Councilmembers to walk the proposed path. It was noted if there are three members of the Council present for this purpose, it would be considered a meeting and should be advertised as such.

Other Items for Future Agendas

Recorder Jones indicated because the Council packet was so large for this meeting, the City website would not allow her to put the information for the agenda/packet on the site as one document. The website capacity may need to be addressed in the future.

Development Coordinator Meadows discussed property between 100 East and 200 East on 100 South; the road right of way for some reason had been set as seven rods. All other road right of ways in the City were six rods. It was proposed to vacate the one rod to make it conforming to other road right of ways. Surveyor Jeff Hansen, Engineer Zan Murray and the City staff will be involved in preparing this proposal for vacating property. When the description, etc. is completed, a public hearing will be required as outlined in Utah Code 10-9a-208. It is the consensus that surveying with corner markers should be completed on this property.

Adjournment

Councilmember Cummings moved to close the meeting. Councilmember Zollinger seconded. Councilmember Callahan, Cummings, Duffin, Williams, and Zollinger voted yes. The meeting adjourned at 8:56 p.m.

DRAFT

ATTACHMENT "C"

MILLVILLE PLANNING COMMISSION MEETING

City Hall - 510 East 300 South - Millville, Utah

April 2, 2015

1. Roll Call:

Chairman Jim Hart, Commissioners Bonnie Farmer, Garrett Greenhalgh, Larry Lewis (Alt.), and Natalie Smith (Alt.).

Others Present:

Development Coordinator Harry Meadows, Councilman Michael Callahan, Jason Leishman, Michael Kelly, Kyle Pence and associate. Secretary Adria Davis recorded the minutes.

2. Opening Remarks/Pledge of Allegiance

Chairman Hart opened the meeting at 8:00 p.m.
He led those present in the Pledge of Allegiance.

3. Review and Approval of agenda

The agenda for the Planning Commission meeting of April 2, 2015 was reviewed. A motion was made by Commissioner Farmer to approve the agenda as outlined. Commissioner Smith (Alt.) seconded. Commissioners Farmer, Greenhalgh, Hart, Lewis (Alt.) and Smith (Alt.) voted yes, with Commissioners Dickey and Thompson excused.

4. Review and Approval of the Minutes of the Planning Commission Meeting

The minutes for the meeting of February 5, 2015 were reviewed. A motion was made by Commissioner Farmer recommending approving the minutes as outlined. Commissioner Greenhalgh seconded. Commissioners Farmer, Greenhalgh, Hart, Lewis (Alt.) and Smith (Alt.) voted yes, with Commissioners Dickey and Thompson excused.

5.A. Request for Sign Permit from Julie Redd at Sign Pro. The sign will be for 'The Smooth Shop' located at 695 W. 1700 S. Bldg. 8, Millville, in the Zollinger Commercial Warehousing area.

Commissioner Greenhalgh made a motion to approve the request as outlined. Commissioner Lewis (Alt.) seconded. Commissioners Farmer, Greenhalgh, Hart, Lewis (Alt.) and Smith (Alt.) voted yes, with Commissioners Dickey and Thompson excused.

5.B. Review and approval for zoning clearance for building permit by R. Michael and Elsie Kelly to replace existing front porch of residence at 215 South 100 East Millville, UT 84326.

The request is for repairs that need to be done for a leaking roof over the existing porch. The homeowner had a variance that was granted in 1994 to allow them to replace the existing porch which encroached upon the city setback. It was originally granted based on the pre-existing foundation. The old roof was flat and the new one will be pitched, to prevent future issues with leaking. Commissioner Lewis (Alt.) made a motion to approve the clearance. Commissioner Smith (Alt.) seconded. Commissioners Farmer, Greenhalgh, Hart, Lewis (Alt.) and Smith (Alt.) voted yes, with Commissioners Dickey and Thompson excused.

6.A. City council reports

The commissioners received copies of the minutes from the February 12, February 26, March 12 and March 26, 2015 City Council meetings. There was some discussion regarding the Master Plan. It will

be modified and adjusted by the city council. There will be more discussion on the future planning documents to be held at upcoming city council meetings.

6.B. Agenda Items for Next Meeting

Finalization of the Mond Aire Preliminary Drawing
Possible minor subdivision

6.C. Other discussion items:

A ham radio station and tower has been installed in the office in the museum.

A follow up inquiry was made by secretary Adria Davis to gather information necessary for setup of electronic documents for the commissioners. We will be moving ahead with this new process.

7. Calendaring of future Planning and Zoning Meeting

The next Planning Commission meeting will be held Thursday, April 16, 2015 at 8:00 p.m.

8. Assignment of Representative for City Council Meeting

Jim Hart will be representing the planning commission at the April 9, 2015 meeting. He will be sworn in for another term as planning commission chairman.

9. Adjournment

Chairman Hart moved to adjourn the meeting at 8:33 p.m.



Millville City
 PO Box 308
 510 East 300 South
 Millville, Utah 84326
 (435) 750-0924 FAX (435) 750-6206
www.millvillecity.org

CHECK APPLICABLE BOX	
<input type="checkbox"/> Commercial	<input checked="" type="checkbox"/> New Application
<input checked="" type="checkbox"/> Home Business	<input type="checkbox"/> Application Amendment
CHANGE OF:	
<input type="checkbox"/> Ownership	<input type="checkbox"/> Business Name
<input type="checkbox"/> Address	<input type="checkbox"/> Business Description

Business License Application

For businesses with a permanent physical location within the Millville City limits.
 This is not the application for special events, temporary businesses or solicitors.

License No. _____

Date Received _____

SECTION I: Business Information

Application Contact: AMY ESKELSEN Contact Ph: 435-232-6032

A. Business Name "DBA": FOR THE DOG LLC

B. Business Location: 35 E. 300 S. Millville, UT 84326
Street Address (include unit #)

C. Mailing Address: P.O. BOX 720 Same as "B. Business Location"
ATTN: Street (include unit#)/PO Box address City, State, Zip

D. Local Business Ph: 435-232-6032 Fax: _____ www: _____

SECTION II: Business Description — General (complete the commercial or the Home Business AND the far right column)

COMMERCIAL

Building/plaza: _____

Is this a secondary use within an existing business location?

Yes, in _____ No

Hours of Operation: _____

Type of Operation: (mark all that apply)

- Sales/Service: Customers typically come on site
- Sales/Service: Customers rarely come on-site
- Service no sales
- Fresh food service and/or preparation
- Manufacturing
- Medical/dental
- Daycare
- Instruction
- Preschool
- Other: DOG TRAINING

Previous use of location: _____

HOME BUSINESS

Please Note:

A home business does not change the aesthetic character of the area and zone.

On-site employees? Yes No

If yes,
 Up to how many? _____ Working hours? _____
 Where will they park? _____

On-site customers? Yes No

If yes,
 Up to how many per day? _____
 Up to how many per week? 8
 Where will they park? DRIVEWAY PARK STRIP

On-site business will be performed from a:

- (mark all that apply)
- Home office Garage/storage room
 - Desk and chair Carport/driveway
 - Shed/out building Vehicle
 - Other: OUTSIDE LAWN

Do you intend to set-up off-site?

(i.e. in parking lot, at festivals, within stores)
 Yes No

Proposed start date: ASAP

This Business Includes:

- | Yes | No | |
|--------------------------|-------------------------------------|---|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Signage |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Alcohol sales and/or services |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Live entertainment on-site |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Door-to-door solicitation |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Fireworks sales on-site |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Vending machines on-site |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | On-site secondary business |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | On-site events (ie. community party parking lot/sidewalk sales) |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Investment advice and/or service |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Pesticides use and storage |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Hazardous materials use and storage |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Vehicle sales |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Firearms or explosives sales |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Care of children or preschool |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Any construction jobs over \$1,000 |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Piercing, tattooing, perm, make-up |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Used merchandise transactions |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Changes to existing garbage service |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Vehicles, trailers, mowers, etc. (stores on site) |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Electrical, plumbing, structural, or mechanical changes to site |

SECTION III: Business Description — Specific (attach additional pages if necessary)

DOG TRAINING IN CLIENTS HOME AND GROUP CLASSES HELD SPRING
SUMMER AND FALL. GROUP CLASSES ARE ONCE PER WEEK FOR 6 WEEKS.
CONSIST OF ONLY 8 CLIENTS PER CLASS

SECTION IV: Additional Information

E. Utah State Tax Commission — Sales Tax Number: EIN# 87-0622398 Not applicable

F. State & federal regulatory agency licensing info: _____ Not applicable
(Not referring to an EIN or entity number)

G. Did you use "One-Stop Online Business Registration" to Register your business with state and federal agencies?
 Completely Partially Not at all I do not know — someone else did it

H. Previous Business Name: Amy's Pet Sitting Service Not applicable

I. Previous Business Location: _____ Not applicable

SECTION V: Ownership (Parent business entity and business officer information)

Parent Entity
 Parent Business Name: FOR THE DOG LLC same as "A. Business Name DBA"
 State Entity Type: Sole Proprietorship Partnership LLC Corporation Non-Profit Corporation (w/501 c3 letter)

Officers (1)

Officer Name: <u>AMY ESKELSEN</u>	Contact Ph: <u>435-232-6032</u>	Sole Prop./Partnership <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Local Manager	LLC <input type="checkbox"/> Member <input type="checkbox"/> Manager <input type="checkbox"/> Local Manager	Corporation <input type="checkbox"/> President <input type="checkbox"/> Director <input type="checkbox"/> Officer <input type="checkbox"/> Local Manager
-----------------------------------	---------------------------------	--	---	---

Home Address: 35 E. 300 S. P.O. BOX 720 Millville UT 84326
Street (include unit #) / PO Box Address City, State, ZIP

This person can be contacted in the event of an after-hours police or fire emergency.

Officers (2)

Officer Name: _____	Contact Ph: _____	Sole Prop./Partnership <input type="checkbox"/> Owner <input type="checkbox"/> Local Manager	LLC <input type="checkbox"/> Member <input type="checkbox"/> Manager <input type="checkbox"/> Local Manager	Corporation <input type="checkbox"/> President <input type="checkbox"/> Director <input type="checkbox"/> Officer <input type="checkbox"/> Local Manager
---------------------	-------------------	---	---	---

Home Address: _____
Street (include unit #) / PO Box Address City, State, ZIP

This person can be contacted in the event of an after-hours police or fire emergency.

SECTION VI: Notification and Verification of Authority

- Mandatory review process** – this application does not constitute a business license. All applications are subject to the review process mandated by Title 5 of the Municipal Code. Incomplete applications will not be processed. Decisions on applications will take 15 days (minimum), and are made based on:
 - the information provided on the application, and
 - review of the Mayor and City Council
- Additional Requirements** – Under the Municipal Code, additional Business License application requirements are necessitated for some business types.
- Denial of License** – Application denial or subsequent license suspension or revocation are most often the result of:
 - an inaccurate or incomplete application, or failure to update information with the City and/or
 - non-compliance with the Municipal Code, Land Use Code, and/or applicable building, fire, and environmental codes.
- Other regulatory bodies** – It is the applicant's responsibility to determine and comply with any requirements from other regulatory agencies.
- Signage** – Permanent signage requires a separate Sign Permit Application, which is located on the city web site, Millvillecity.org.
- Building alterations** – All alterations to buildings or spaces, including electrical, plumbing, and mechanical alterations, require a separate building application.

I/We hereby agree to conduct said business strictly in accordance with the business license regulations as set forth in the Millville City Code, and swear under penalty of law the information contained herein is true.

Amy Eskelsen Amy Eskelsen 4-9-2015
 Signature of Owner/Authorized Agent Printed Name Date

SECTION VII: For administration use only

Classification: Conforming Non-Conforming Child Care Home Business Low Impact Medium Impact

Conditional Use: (If box is checked see conditions)

Agree Do not agree Signature: *[Signature]* Date: 2 APR 2015

Yes No City Council grants permission Signature: *[Signature]* Date: 4-9-15

FEES \$25.00 **PAYMENT TYPE** check RECEIPT toph 4/9/15

ATTACHMENT "E"

ORDINANCE 2015-2

(Martha Balph Property Rezone)

WHEREAS, the owner of certain real property, described below, desire to rezone such real property within the corporate limits of Millville City, Utah; and

WHEREAS, said owner has caused a Petition for Rezone to be filed with the city, together with an accurate plat of the real property and supplementary studies for parcels identified as 03-037-0016, 03-037-0019, 03-037-0020, 03-037-0055 from Open Space to Residential-1 requested by Martha Balph; and

WHEREAS, on November 6, 2014, November 20, 2014, December 4, 2014, December 18, 2014, and January 15, 2015, the Millville City Planning Commission reviewed the request for rezoning of property from Open Space (OS) to Residential (R-1); and

WHEREAS, the Planning Commission held a public hearing on November 20, 2014; and

WHEREAS, the Planning Commission continued to study the request and was presented with a Geologic Assessment of Potential for Mudflow and Debris flow Hazards on said property; and

WHEREAS, the petitioner receded the request for rezoning parcel 03-037-0016; and

WHEREAS, the Planning Commission voted in favor of recommending the rezone for parcels 03-037-0019, 03-037-0020, 03-037-0055 from Open Space (OS) to Residential-1 (R-1); and

WHEREAS, the Planning Commission made this recommendation to the City Council to consider the rezone request on January 22, 2015; and

WHEREAS, the City Council reviewed the recommendation and elected to have a public hearing on the rezone consideration; and

WHEREAS, the City Council held a public hearing on March 26, 2015, to receive public input; and

WHEREAS, the City Council reviewed the public input and allowed for a ten-day time frame for objections to the request to be filed on the rezone and the update to the zoning map; and

WHEREAS, the City Council adhered to the procedure for making the Council decision as outlined in the Millville City Ordinance 17.76.050 (C);

NOW, THEREFORE, the City Council of Millville City, Utah, hereby accepts the request for rezoning of property to parcels 03-037-0019, 03-037-0020, 03-037-0055 in Millville, Utah from Open Space (OS) to Residential (R-1).

NOW, THEREFORE, the City Council of Millville City, Utah, also accepts and approves an update to the Millville City Zoning Map.

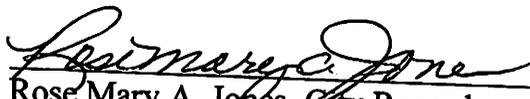
This ordinance shall become effective upon posting in each of three (3) public places within the corporate limits of Millville City.

ADOPTED AND PASSED by the Millville City Council this 9 day of April, 2015.

BY:

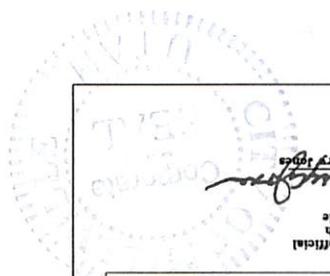

Michael E. Johnson, Mayor

ATTEST:


Rose Mary A. Jones, City Recorder

COUNCILMEMBER	YES	NO	ABSENT	ABSTAIN
Michael Callahan	X			
Cindy Cummings			X	
Julianne Duffin	X			
Mark Williams	X			
Ryan Zollinger			X	

Posted: April 10, 2015



This is to certify that this map is the official zoning map for the City of Millville, Utah referred to in Section 8-4 of the Millville City Ordinance.

Michael Johnson
Michael Johnson, Mayor
Attest: Rose Mary Jones
City Recorder

Date: 4-9-15



SCALE IN FEET
0 1000 2000

Zoning City of Millville

Prepared by: David Dickey
2 February 2015
File: Zoning 2015 3-4 v7.dwg
Ref File: Millmaddwg

Legend:	
	Commercial (C-S)
	Commercial (C-M)
	Agricultural (A)
	Residential (R-1)
	Open Space (OS)

