River Heights City

COUNCIL MEETING AGENDA

Tuesday, July 28, 2015

Notice is hereby given that the River Heights City Council will hold its regular council meeting beginning at 6:30 p.m. in the River Heights City Office Building at 520 S 500 E.

6:30 p.m.	Opening Remarks and Pledge of Allegiance
6:35 p.m.	Adoption of Previous Minutes and Agenda Pay Bills Purchase Requisitions Finance Director Report Public Works Report Administrative Report Public Comment
6:45 p.m.	Discuss Sewer Line Pertaining to Orchard Heights Minor Subdivision
6:55 p.m.	Mayor and Council Reports
7:15 p.m.	Adjourn

Posted this 23rd day of July 2015

Sheila Lind

Sheila Lind, Recorder

In compliance with the American Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Sheila Lind, (435) 770-2061 at least 24 hours before the meeting.

River Heights City Council
Minutes of the Meeting
July 28, 2015

Present were:	Mayor	James Brackner
	Council members:	Doug Clausen
		Robert "K" Scott
		Geoff Smith
		Dixie Wilson
		Blake Wright
	Public Works Director	Clayten Nelson
	Treasurer	Wendy Wilker
Excused	Recorder	Sheila Lind
	Finance Director	Clifford Grover
Others Present:		Elaine Thatcher, Gayle Brackner, Peggy Smith, Roxanne Bilbo, Cindy Schaub, Joanne Bingham, Melanie McFarland, Lisa Ellis

The following motions were made during the meeting:

Motion #1

Councilmember Clausen moved to "adopt the minutes of the July 14, 2015 Council Meeting, and the evening's agenda." Councilmember Scott seconded the motion, which passed with Clausen, Scott, Smith, Wilson and Wright in favor. No one opposed.

Motion #2

Councilmember Clausen moved to "pay the bills as noted with the addition of $2,354.40 for the meters." Councilmember Scott seconded the motion, which passed with Clausen, Scott, Smith, Wilson and Wright in favor. No one opposed.

Motion #3

Councilmember Clausen moved to "accept the Staker Parson bid for the 650 South Road Project." Councilmember Scott seconded the motion, which passed with Clausen, Scott, 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, July 28, 2015. In the absence of Recorder Lind, Elaine Thatcher took minutes.

520 South 500 East River Heights, Utah 84321 Phone & Fax (435) 752-2646

Opening Remarks and Pledge of Allegiance: Councilmember Scott opened the meeting with remarks about how accepting River Heights' residents are. It's still small enough to find your own unique identity. Councilmember Clausen led the group in the Pledge of Allegiance.

Adoption of Previous Minutes and Agenda: Minutes of the July 14, 2015 Council Meeting, were reviewed.

Councilmember Clausen moved to "adopt the minutes of the July 14, 2015 Council Meeting, and the evening's agenda." Councilmember Scott seconded the motion, which passed with Clausen, Scott, Smith, Wilson and Wright in favor. No one opposed.

Pay Bills: The bills were presented and discussed. Councilmember Scott asked about the high cost for running a bid ad in the Herald Journal. The cost was due to it having to run for four days. Councilmember Wilson asked about the green waste cost. It was explained that this item is a pass through for the household green bins. PWD Nelson said the new water meters have arrived. The amount on the bills list isn't the whole amount. Now they have arrived, the whole amount can be paid. The two inch meters are for Conservice, Nymans, and a spare. The invoice from Mueller doesn't show the amount for the shipment that just arrived. It was requested that $2,354.40 be added to line No. 9. Treasurer Wilker asked for permission to pay this amount. Councilmember Clausen signed it.

Councilmember Clausen moved to "pay the bills as noted with the addition of $2,354.40 for the meters." Councilmember Scott seconded the motion, which passed with Clausen, Scott, Smith, Wilson and Wright in favor. No one opposed.

Finance Director Report: Treasurer Wendy Wilker reviewed the Combined Cash Investment Report. She is working with Recorder Lind and FD Clifford Grover to process payments differently so that they will be applied when received.

Purchase Requisition Requests: There were none.

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

- Some roads were sealed. Two more streets need to be finished later because they were rained out.
- The 600 East Road Project should be engineered by the end of the week so it can go out for bid.
- The 650 South Road Project bid opening was this morning.
- The Saddlerock Subdivision sewer is done and has been pressure tested. They have started the water—put in 12 inch pipe today. They hope to put in asphalt by the end of August.
- Conservice construction is going smoothly, but issues continue with ground water. They are still putting in drains. It's probably more irrigation water than ground water.

Administrative Report: Recorder Lind was absent.

Public Comment: Lisa Ellis, Joanne Bingham, Peggy Smith, and Roxanne Bilbo have been playing pickleball on the tennis courts. They asked if the city could paint blue pickleball lines, which won't interfere with the tennis lines. Mt. Logan Middle School has such lines. They would like it on at least one court. Maybe in the future, if funding can be found, they'd like a pickleball court built. They're not sure what the cost would be. Logan Rec Center said it's a minimal cost. They need a chalk string, tape, and paint. They use the tennis net, although pickleball nets are shorter. The cost should be around $100 plus time of workers. They'd love to have all three courts painted, but they'd be happy with one to start.

PWD Nelson said there could be some interest in building a pickleball court in the Saddlerock Subdivision. There's one lot there that is a pond and if the city would put in underground storage for drainage and make a flat surface, the developer and builder would put in a pickleball court. There's probably room for two courts. It would be for city use, not just the subdivision. Conservice is putting in underground storage for its groundwater, and they could probably give the city an idea of the costs.

Councilmember Clausen said that the city probably could use park impact funds for both painting lines on the existing tennis courts and for work on new courts in Saddlerock.

Councilmember Wright asked if parking would be an issue in Saddlerock. PWD Nelson doesn't think the impact would be too bad. If River Heights would buy the water storage, the contractor would build the rest of it. It's a full corner lot, so there would be parking on two sides. Councilmember Wilson asked for a cost estimate. Mr. Wright thought it would be worthwhile.

Councilmember Wilson has played pickleball and doesn't like it. But, she is not opposed to having striping on one court. If both tennis and pickleball are going on, it can be distracting. She suggested doing the striping on the middle court. The pickleball players thought it should be one of the side courts. Ms. Wilson said they will explore it. She suggested painting it on the basketball court. She will report back at the next meeting.

Mayor Brackner recommended that if the Parks Budget can afford painting one of the tennis courts, it should be done by the next meeting. PWD Nelson will report to Councilmember Wilson on what he finds out about the Saddlerock area. RAPZ tax could be used, although the deadline for this year has passed. Impact fees are for this kind of project.

Discuss Sewer Line Pertaining to Orchard Heights Minor Subdivision: Mayor Brackner suggested tabling this item until the McFarlands could attend.

PWD Nelson ran a camera through the sewer line. They found a manhole and an 8 inch line, which means it is a city sewer main. They could only get the camera in about 70 feet. The pipe is in good shape. Moving the line would be an outrageous cost because of the depth as it goes into some of the sloped yards. It would affect about three existing yards. Councilmember Wilson asked who would pay for the landscaping mess. PWD Nelson talked with Attorney Jon Jenkins, who said that if they didn't have a permit to build over it, then it's the property owners' responsibility.

PWD Nelson has examined the code and found that because it is already a nonconforming lot, it might have to be made a conforming lot when any changes are made. Councilmember Wright disagreed, because the use isn't changing.

PWD Nelson felt that if the council decides to let the property owner divide the lot, there wouldn't be an issue. Councilmember Wilson asked if an easement could be granted between the lots for future access. Several councilmembers agreed. PWD Nelson discussed ways a new line would have to be routed. There was a consensus that an easement would be required.

Melanie McFarland came in late, and PWD Nelson told her what had been discussed. Mayor Brackner told her that the Council's recommendation was to leave the pipe as is. If anything happens in the future, it will be the McFarland's responsibility. They also mentioned there will need to be an easement. Ms. McFarland asked for clarification on who would pay for what. PWD Nelson said that if there was ever an issue under their house, McFarland's would have to pay for it. This is because there is no record of the addition having ever been permitted by the city. PWD Nelson said it might be worthwhile to put in a manhole where the line bends, which would be the city's responsibility. Councilmember Clausen explained that the city will let them subdivide the lot. If there were a problem with the sewer, the city would fix it, but the McFarland's would be responsible for repairing damage to the landscape. There will need to be a written agreement, which will also include the requirement for an easement. PWD Nelson said that very few sewers ever need to be replaced. Ms. McFarland said it sounds good. Right now, it shouldn't cost them anything. Mr. Clausen said the written agreement will become part of the property record so that if the house is ever sold, future buyers will be aware of the situation. The McFarlands will let the city know what they want to do.

Mayor and Council Reports: Councilmember Smith said Apple Days plans are going well for August 29. There will be the biggest parade the town has ever seen. The Cache Band will be there.

Councilmember Wright asked if the councilmembers will ride on the city's flatbed truck. The answer was yes. PWD Nelson doesn't know his schedule for that day, but may not be there. Assistant PWD Cameron Reed will not be there, either. Councilmember Smith said the bathrooms will need to be opened early for the fun run.

Councilmember Wright asked when citizen of the year would be discussed. Councilmember Smith asked for recommendations. Mr. Wright suggested Lisa Ellis. She was also Councilmember Wilson's choice. Ms. Ellis did Apple Days for many years. They could nominate Rod and Lisa together. Mr. Wright also suggested the Lions Club. Councilmember Scott suggested the council move forward with nominating Lisa Ellis. The Council consented to nominate both Rod and Lisa.

Councilmember Scott has a meeting next Monday with Rick Williams at the Sheriff's Department to see what is outdated and what isn't. He would like to have the Council and city employees get CERT training. Williams will outline how many people River Heights should have as CERT guides. Councilmember Scott will have the information next week. Quentin Gardner would like to get more people involved in ham radio operations.

Councilmember Wilson asked how the tennis lights are coming (they are not working). PWD Nelson will look into it again. She also had a question about attorneys' fees, as they haven't shown up on the bill list. Mayor Brackner said there haven't been any lately, but will be soon. Ms. Wilson also suggested choosing someone to receive the beautification award. Mayor Brackner suggested Obrays. Council members will look around and nominate at the next meeting. The city usually gets a plaque from Al's that they can put on their house.

Mayor Brackner reported on the bids for the 650 South Road Project that were opened today. There were two bidders—Staker Parsons and Willow Valley Construction. (See handout.) The bids were in the 50 to 65 thousand range. The 600 East project is going out for bid next week. Engineer Rasmussen talked to Staker Parsons about doing both projects. Oil prices are expected to decrease, which will impact the cost of asphalt. Another option is to wait until February or March and put both projects out for bid together. The savings on asphalt may only be $2-3,000 if we wait. Councilmember Wright suggested that since the 650 South project is small, it could be done now. Councilmember Scott said the people who live on 650 South don't feel an urgency for the repairs and could wait until it was combined with the 600 East project. Staker Parsons may not charge a mobilization fee for the second project if they do them together. Staker Parsons said they can do 650 South this year. PWD Nelson said that if its put off, other costs will rise, even if oil prices drop. Mayor Brackner suggested that the 600 East project be put out for bid and tell Staker Parson that we might expect a lower mobilization fee. Councilmember Clausen said it is illegal to communicate advantaged information to a potential bidder. Councilmember Smith suggested the city could negotiate after the bid was awarded. Mr. Clausen said that can't be done under Utah purchasing law. The engineer recommends that the 600 East contract be awarded now.

Councilmember Clausen moved to "accept the Staker Parson bid for the 650 South Road Project." Councilmember Scott seconded the motion, which passed with Clausen, Scott, Smith, Wilson and Wright in favor. No one opposed.

Mayor Brackner said the agreement to sell the city's 800 South ROW to Nyman (contingent with his property) has been signed and is now at the escrow office. River Heights will receive $500 after it is signed, and another $7,000 at closing. Mrs. Nyman said they plan to build as soon as the bank gives the go-ahead. The city is asking Wasatch Properties and Nyman to talk about water line looping costs. There is a ditch to be cleaned out on Nyman's property. PWD Nelson said the $70,000 estimate for the fire loop is probably pretty accurate. Councilmember Clausen asked when it would go out for

bid. PWD Nelson said they are almost finished with the drawings. The work probably won't get done until next year.

Mayor Brackner received a phone call from Logan Mayor Petersen asking if the waste water agreement had been passed yet. It had not. Councilmember Clausen reminded that the council decided at the last meeting to wait. Mayor Brackner told Mayor Petersen that River Heights would wait at least a year, until we have a negotiation on ambulance and fire, at which point it will be brought up. The fire contract has almost two years left.

The meeting adjourned at 7:36 p.m.

James Brackner

James Brackner, Mayor

Elaine Thatcher, Minute Taker

River Heights City Bills To Be Paid **July 28, 2015**

	Payee	Description	Admin.	P&Z	Parks/Rec	Pub. Safety	Com. Aff.	Roads	Water	Sewer	Total
1	Cache Valley Publishing	Ad for 650 South Street Improvements						$362.36			$362.36
2	City of Logan	Garbage, Recycle, 911, Sewer	$10,345.95				$1,809.00			$6,513.43	$18,668.38
3	Comcast	High Speed Internet	$24.42						$24.41	$24.42	$73.25
4	Diane Weese	Apple Days Pre-Pay for Parade, Candy, Band					$350.00				$350.00
5	Ferguson Enterprises, Inc.	Sewer & Water Paint Supplies							$127.46	$127.45	$254.91
6	Intermountain Environmental	Telemetry P.O. 2015-PO003							$16,010.31		$16,010.31
7	Jessica Tenny	Apple Days Pre-Pay for Parade					$50.00				$50.00
8	Logan City	Water Consumption							$764.68		$764.68
9	Mueller Co.	Meter Supplies							$10,950.00		$10,950.00
10	Questar	Gas	$19.52		$10.64			$3.55	$21.75	$3.55	$59.01
11	Robertson Manufacturing	Sewer Supplies								$298.00	$298.00
12	Sheila Lind	Sam's reimburse for paper and water for o:	$54.28								$54.28
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14	mueller co	meters							$2354.40		
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	Page 1 SubTotals		**$10,444.17**		**$10.64**		**$2,209.00**	**$365.91**	**$27,898.61**	**$6,966.85**	**$47,895.18**

Page 1 Total Amount to be Paid **$47,895.18**

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

	Combined Cash Accounts	Final Aug-14	Final Sep-14	Final Oct-14	Final Nov-14	Final Dec-14	Final Jan-15	Final Feb-15	Final Mar-15	Final Apr-15	Final May-15	Final Jun-15	Jul-15
01-1010	Checking-General	223,477.14	276,567.16	126,283.50	109,352.45	142,957.41	156,647.98	212,242.41	267,048.75	299,526.00	325,256.78	365,848.50	346,944.71
01-1020	PTIF	47,729.67	47,748.37	47,768.04	47,787.95	47,808.56	47,808.56	47,848.18	47,869.70	47,891.24	47,913.85	47,935.94	47,935.94
01-1025	Zions Savings	239,100.27	239,178.63	239,178.63	239,178.63	239,100.65	239,100.65	239,100.65	239,177.31	239,177.31	239,177.31	239,254.84	239,254.84
01-1030	Lewiston Savings	245,504.05	245,586.78	245,605.96	245,605.96	245,698.82	245,698.82	245,698.82	245,789.69	245,789.69	245,789.69	245,881.61	245,881.61
01-1035	Cache Valley Savings	246,143.04	246,191.59	246,241.77	246,290.34	246,340.54	246,340.54	246,436.11	246,486.34	246,534.96	246,580.21	246,633.85	246,633.85
01-1075	Utility Cash Clearing Account							(607.42)					(21,040.99)
	Total Combined Cash	1,001,954.17	1,055,272.53	905,077.90	888,215.33	921,905.98	935,596.55	990,718.75	1,046,371.79	1,078,919.20	1,104,717.84	1,145,554.74	1,105,609.96
01-1000	Cash Allocated to Other Funds	(1,001,954.17)	(1,055,272.53)	(905,077.90)	(888,215.33)	(921,905.98)	(935,596.55)	(990,718.75)	(1,046,371.79)	(1,078,919.20)	(1,104,717.84)	(1,145,554.74)	(1,105,609.96)
	Total Unallocated Cash	-	-	-	-	-	-	-	-	-	-	-	-
	Cash Allocation Reconciliation												
10	Allocation to General Fund	251,963.75	268,139.25	96,550.48	64,336.50	(145,398.38)	176,250.67	212,855.34	232,409.48	251,942.62	273,360.86	320,732.47	283,340.00
40	Allocation to Capital Projects Fund	314,352.67	314,425.50	314,455.20	314,479.61	534,630.58	210,590.21	210,620.80	210,672.59	207,316.36	193,316.70	177,740.14	177,740.14
51	Allocation to Water Fund	50,578.64	76,152.42	98,354.00	113,395.50	128,250.55	138,565.72	151,401.43	171,356.48	193,692.51	205,222.92	213,858.64	211,599.61
52	Allocation to Sewer Fund	385,059.11	396,555.36	395,718.22	396,003.72	404,423.23	410,189.95	415,841.18	431,933.24	425,967.71	432,817.36	433,223.49	432,930.21
	Total Allocations from Other Funds	1,001,954.17	1,055,272.53	905,077.90	888,215.33	921,905.98	935,596.55	990,718.75	1,046,371.79	1,078,919.20	1,104,717.84	1,145,554.74	1,105,609.96
	Allocations from Combined Cash Fund	(1,001,954.17)	(1,055,272.53)	(905,077.90)	(888,215.33)	(921,905.98)	(935,596.55)	(990,718.75)	(1,046,371.79)	(1,078,919.20)	(1,104,717.84)	(1,145,554.74)	(1,105,609.96)
	Check - Allocations Balance	-	-	-	-	-	-	-	-	-	-	-	-

CITY OF RIVER HEIGHTS, UTAH

650 South Street Improvement Project - 600 East to West Cul-de-sac

Bid Opening Date: July 28, 2015 Time: 11:00 a.m.

Bid Tabulation

				ENGINEER'S ESTIMATE		STAKER PARSON COMPANIES		WILLOW VALLEY CONSTRUCTION	
ITEM NO.	ITEM	UNIT	QUANT.	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	Mobilization	LS	1	$ 2,500.00	$ 2,500.00	$ 3,900.00	$ 3,900.00	$ 4,500.00	$ 4,500.00
2	Prepare and Implement Traffic Control Plan	LS	1	$ 1,000.00	$ 1,000.00	$ 2,400.00	$ 2,400.00	$ 1,500.00	$ 1,500.00
3	Remove and Dispose of Concrete Sidewalk Sections	SF	242	$ 1.00	$ 242.00	$ 5.00	$ 1,210.00	$ 5.37	$ 1,299.54
4	Remove and Dispose of Concrete Curb & Gutter Sections	LF	150	$ 8.00	$ 1,200.00	$ 7.00	$ 1,050.00	$ 14.00	$ 2,100.00
5	Remove and Dispose of Existing Bituminous Surface	SY	1185	$ 3.25	$ 3,851.25	$ 2.20	$ 2,607.00	$ 5.50	$ 6,517.50
6	Relocate Existing Mailbox	EA	1	$ 200.00	$ 200.00	$ 500.00	$ 500.00	$ 400.00	$ 400.00
7	Saw Cut Asphalt	LF	180	$ 2.50	$ 450.00	$ 1.60	$ 288.00	$ 1.90	$ 342.00
8	Roadway Excavation	CY	230	$ 10.00	$ 2,300.00	$ 16.00	$ 3,680.00	$ 11.00	$ 2,530.00
9	Construct to Grade 8"of ¾" Crushed Aggregate Base	SY	1185	$ 12.00	$ 14,220.00	$ 8.00	$ 9,480.00	$ 9.28	$ 10,996.80
10	Construct Curb and Gutter, Type G	LF	158	$ 16.00	$ 2,528.00	$ 19.00	$ 3,002.00	$ 20.76	$ 3,280.08
11	Pit Run Structural Backfill	CY	30	$ 8.00	$ 240.00	$ 22.50	$ 675.00	$ 54.33	$ 1,629.90
12	Construct 4' Wide Concrete Sidewalk	SF	145	$ 8.00	$ 1,160.00	$ 5.20	$ 754.00	$ 4.83	$ 700.35
13	Construct ADA Ramp Assembly	EA	1	$ 1,500.00	$ 1,500.00	$ 1,238.00	$ 1,238.00	$ 400.00	$ 400.00
14	Construct Non-Perpendicular ADA Ramp Assembly	EA	1	$ 2,000.00	$ 2,000.00	$ 1,202.00	$ 1,202.00	$ 500.00	$ 500.00
15	Construct Asphalt Driveway Approach	LF	35	$ 25.00	$ 875.00	$ 25.60	$ 896.00	$ 42.86	$ 1,500.10
16	Construct 6' Wide Concrete Waterway & Transition	SF	415	$ 8.00	$ 3,320.00	$ 8.80	$ 3,652.00	$ 26.46	$ 10,980.90
17	Construct 3" Thick Hot Mix Bituminous Pavement	SY	1185	$ 15.00	$ 17,775.00	$ 12.00	$ 14,220.00	$ 13.05	$ 15,464.25
18	Adjust Existing Valve Lid to Grade	EA	1	$ 250.00	$ 250.00	$ 300.00	$ 300.00	$ 100.00	$ 100.00
19	Standard Crosswalk Painting	LF	50	$ 2.00	$ 100.00	$ 8.00	$ 400.00	$ 10.00	$ 500.00
	TOTAL				$ 55,711.25		$ 51,454.00		$ 65,241.42

LICENSED PROFESSIONAL ENGINEER
ERIC E. DURSTELER
NO. 323794
STATE OF UTAH