

MINUTES OF THE TOWN COUNCIL
MEETING
OF THE TOWN OF CLARKSTON

April 5, 2016
7:00 P.M.

Town Council Meeting held at the Clarkston Town Hall, 50 South Main, Clarkston, UT

Attendance: Mayor Kendon Godfrey
Councilmembers: Richie Calderwood
Steven Palmer
Elaine Goodey
Ryan Thompson

Kristi Hidalgo, Town Clerk

Also in attendance: Jason and Becca Jeppsen, Slade Gurr, Suzanne Thompson, Ret Thompson, Ryleigh Thompson

1. CALL TO ORDER

Mayor Godfrey called the Clarkston Town Council to order at 7:00 p.m. Councilmember S. Palmer led the Pledge of Allegiance and offered Reverence to begin the meeting.

Mayor Godfrey addressed the minutes of the Clarkston Town Council Meeting held March 15, 2016. Councilmember E. Goodey stated that the minutes indicated that she offered reverence to begin the meeting. It was actually Councilmember R. Calderwood who offered reverence at the meeting. Councilmember S. Palmer motioned for the Clarkston Town Council to approve and adopt the minutes of March 15, 2016, with the above mentioned correction. Councilmember R. Thompson seconded the motion. All in favor "Aye". Motion carried

2. NEW BUSINESS

Jason Jeppsen – Road Proposal – Mr. Jeppsen stated that, at the Town Council Meeting held February 2, 2016, he requested participation from the town in helping him build a road from 3rd North to 2nd North along 200 West. The Council determined that it would be Mr. Jeppsen's responsibility to develop the road to the property that he is going to build a home on. Mr. Jeppsen reported that he has since built a road to his property and feels that doing so has opened up the opportunity for others to buy lots and utilize the road that he built and paid for by himself. Mr. Jeppsen proposed that if other lots are sold within this vicinity and use this road that the town require them to reimburse Mr. Jeppsen for a portion of the cost of the road. Mr. Jeppsen gave the Council copies of quotes he received from Grover Excavation Inc. to have the road built.

See Attachment A

Mr. Jeppsen stated that one of the quotes includes material removed and hauled from the site to subgrade the road measuring 302 feet by 22 feet, with 360 tons pit run gravel graded and compacted, and 201 tons crushed road base gravel graded and compacted.

This bid was for \$11,006. The other quote is for material removed but not hauled away from the site to subgrade the road measuring 302 feet by 22 feet, with 360 tons pit run gravel graded and compacted, and 201 tons crushed road base gravel graded and compacted. This bid was for \$8,650. Mr. Jeppsen reminded the Council that they agreed to allow him to keep the material removed from the site for his own personal use; therefore he accepted the \$8,650 bid. Mayor Godfrey stated that historically this has never been done in Clarkston Town and that usually when a developer puts in a road, when that road is complete, it is turned over to the town for future upkeep and maintenance. So that makes it difficult to require another property owner to reimburse Mr. Jeppsen for the cost of the road. Mayor Godfrey reported that he contacted the Clarkston Town Attorney about this proposal and was strongly advised against doing it. The Attorney cautioned that it would be hard to track and enforce the agreement and the town doesn't want to set a precedence. If this is done for one it must be done for all. Mr. Jeppsen recommended drawing up a contractual agreement that Clarkston Town would retain. Councilmember E. Goodey wondered what the town would have to do to secure and enforce a contract. Mayor Godfrey stated that the town attorney would have to draw up the contract and LUDMA would then be responsible to enforce it. The building permits issued for this vicinity would be contingent upon property owners agreeing to reimburse Mr. Jeppsen for a portion of the cost he incurred to build the road. Mr. Jeppsen suggested an alternative proposal. He proposed that the town require persons, that buy lots and want to utilize the road he put in on 200 West, to further develop the road all the way through to 200 North. The Council did not make a decision at this meeting. It was determined that Mayor Godfrey would discuss the feasibility and legality of the following two options with the town's attorney:

1. Drafting a contractual agreement stating that if future property owners utilize the road the town will require them to reimburse Mr. Jeppsen for a portion of the costs he incurred to put the road in. Also, determine what the cost will be to have the contract drawn up.
2. Draft a contractual agreement stating that if future property owners utilize the road the town will require them to further develop the road all the way through to 200 North.

Slade Gurr – Land Inquiry – Mr. Gurr stated that he is looking at buying property in Clarkston Town. He is considering a building lot located southwest of Terryl Goodey's home located at 210 west 300 north. Mr. Gurr sought clarification on Water System Requirements. Mayor Godfrey stated that the Water Hookup Fee is \$1,000 and the Water Impact Fee is \$1,500. Councilmember Calderwood informed Mr. Gurr that in order to provide minimum water pressure to Clarkston any homes or buildings above five thousand feet (5,000') mean sea level will not be allowed to connect to the culinary water system. Councilmember R. Calderwood also stated that there are no town water lines to this piece of property. If Mr. Gurr buys this property it would be his responsibility to develop and pay for the waterlines. This would be in addition to the \$1,000 Water Hookup Fee and the \$1,500 Water Impact Fee. Councilmember R. Calderwood specified that upon completion the the waterlines would become property of Clarkston Town and Clarkston Town would be responsible for the upkeep and maintenance of them. Mayor

Godfrey reiterated that if Mr. Gurr buys this property it would be his responsibility to develop water lines and a road to the property.

3. DEPARTMENTS

Mayor Godfrey – Mayor’s Walk – Mayor Godfrey reported that Bear River Health Department has started a program called, “Walking Works Challenge.” During the month of May, Mayors are supposed to encourage their communities to get out and walk. Mayor Godfrey stated that on May 20th the Bear River Health Department is having a Mayor’s one mile walk, beginning at noon at the west entrance of the Logan City Library. Everyone is invited to participate in this walk. No registration is required for the event; however, the first 200 participants to arrive will receive a reflective armband. Contact brhd.org for more information.

Kristi Hidalgo – Town Clerk – Town Code On-Line Access Proposal – The Town Clerk, Kristi Hidalgo, proposed that the Clarkston Town Code be made accessible on line to the public. The Town Clerk stated that if the town code was online the Clarkston Town Building Inspector, Clarkston Town Attorney, Town Council, and Clarkston citizens would be able to access it whenever needed, without the hassle and inconvenience of having to contact the Town Hall with questions concerning town code. The Town Clerk feels that this would be a great benefit for the town. The Town Clerk informed the Council that a Clarkston Town web site is not required for on line codification. Sterling Codifiers will provide a link that would be saved to the Town Hall Computers and the link would be given out to anyone that requests it. The Town Clerk explained the fees associated with on line codification. There would be a onetime charge of \$300 to prepare the code for the internet (all the behind the scenes programming). There would also be an annual fee of \$500 to keep it hosted online. This fee doesn’t include the cost to codify ordinances. The fee is for Sterling Codifiers to maintain the town code online, make sure it is up and running 24/7, and make sure it is kept current with any changes to the code. For the balance of this year (2016) Sterling Codifiers will waive the annual fee. The annual fee will not be due until January 2017 for the year 2017. The Town Clerk further explained that the code is viewable on any computer and there is a mobile version---this is not an app---you have to be connected to the internet to use it. You can search or print from the mobile version. The Town Clerk specified that although the data is the exact same as what is in the code book, the pagination is different---so you can’t print off from the internet and be able to put the pages in the town code book as the formatting and pagination wouldn’t work. There is also a feature called “ordinances pending codification” which allows a new ordinance to be viewed online with 24 hours of receipt. The Council discussed the proposal and agreed that on line codification would benefit Clarkston Town. Councilmember R. Calderwood motioned that the Council approve the on line codification proposal. Councilmember R. Thompson seconded the motion. All in favor “Aye” Motion carried

Councilmember R. Calderwood - Warrant List- Councilmember R. Calderwood presented the Warrant List for March 2016. Councilmember S. Palmer motioned for the

Clarkston Town Council to approve the warrant list as read. Councilmember R. Thompson seconded the motion. All in favor "Aye"

Water Department – Springs Redevelopment Update – Councilmember R. Calderwood updated the Council on the following Springs Redevelopment Project Schedule:

- Prequalification proposals due March 30, 2016 by contractors to Sunrise Engineering
- Meeting Monday April 4, 2016 to select qualified Contractors
- Pre-bid meeting April 7, 2016
- Bid opening April 14, 2016
- Bond Closing April 21, 2016, pending acceptance of bid

Bear River Water Conservancy District – Councilmember R. Calderwood attended a Bear River Water Conservancy District meeting. Councilmember R. Calderwood stated that the purpose of the Bear River Water Conservancy District is to help Cache County water providers protect their water rights. They are in the process of defining their purpose statement, objectives, and Community Outreach. They will be focusing on public education and plan to set up booths at Town Celebrations and attend Town and City Council Meetings to inform and educate citizens about the Bear River Water Conservancy District.

Councilmember S. Palmer – Roads Department – Councilmember S. Palmer informed the Council that Roads Supervisor David Hale plans to install stop signs on 300 South Friday March 18, 2016.

Youth Council – Pony Express Days Movie in the Park - Councilmember S. Palmer stated that he hasn't talked to the Youth Council yet about switching the Movie in the Park from Friday night to Saturday night. He is concerned that the Youth Council may already have other plans on Saturday night. Councilmember S. Palmer will find out if the Youth Council will support this change.

Easter Egg Hunt –The Youth Council did a great job with the Easter Egg Hunt and it was very well attended. Mayor Godfrey thanked the Youth Council for organizing the Easter Egg Hunt for the community.

Town Float – Councilmember S. Palmer said that the Youth Council are willing to help re-do the Town Float but don't want to be in charge of it. Councilmember R. Calderwood recommended that Councilmember S. Palmer ask Lester Lee to be Chairperson for this project.

Councilmember E. Goodey – Animal Control – Councilmember E. Goodey reported that the Animal Control Officers have been out and placed yellow door hangers on the doors of those persons who have not licensed their dogs. The door hangers stated that they had two weeks to license their dogs or they would be issued a Delinquent Dog License Citation. The two weeks are up and the Animal Control Officers will be out this week to issue citations to those who have not complied.

Emergency Preparedness – Councilmember E. Goodey stated that she contacted Mayor Clair Christiansen of Newton Town and Mayor Ed Cottle of Trenton Town and found out that neither town has an Emergency Preparedness Plan. Both towns have an emergency calling tree in place.

Pony Express Days Celebration – Councilmember E. Goodey handed out a tentative schedule for this year’s Pony Express Days Celebration.

See Attachment B

Councilmember E. Goodey discussed the Pony Express Dinner. Tickets for the dinner need to be sold in advance. It was determined that a flyer, with the Pony Express Dinner information, will be sent out with the May Water Statements. The Town Clerk will also post it on the Clarkston Facebook page. The Council discussed the Mud Run Event. Councilmember E. Goodey wondered if there would be enough water to have the Mud Run this year with the Springs Redevelopment Project that will be going on. Mayor Godfrey stated that it is possible that there will be a shortage of water. The Council determined to monitor the water situation and make a decision as it gets closer to Pony Express Days. The Council determined that the bounce houses and kids games wristbands will be sold for \$6.50 this year.

Cache County Fair Booth – Councilmember E. reported that the theme for this year’s Fair Booth Contest is “Cash in on the Fun at the County Fair.”

Councilmember R. Thompson – Town Clean-Up Day – Councilmember R. Thompson stated that the Town Clean-Up Day will be held April 30, 2016 with a backup day planned for May 7, 2016, in case of inclement weather.

Neighborhood Watch – The Clarkston Town Neighborhood Watch is in need of a new Chairperson. Mayor Godfrey recommended Randy and Sari Jardine or Glenda and Gail Dawson. Councilmember E. Goodey recommended Sheri and Khalil Godfrey.

5. RELEVANT BUSINESS

April Newsletter Items - The Council discussed the following newsletter items to be printed in the April Newsletter:

- Mayor Letter
- Town Clean-Up Day
- American West Heritage Center- Clarkston Town Baby Animal Days
- Green Waste Dumpster Rules
- Bear River Health Department Mayor’s Walk
- 2016 Pony Express Days Celebration

Next Meeting - The next meeting will be a Town Council Meeting and will be held Tuesday April 19, 2016 at 7:00 p.m.

6. ADJOURN

There being no further business to come before the Council, Councilmember R. Calderwood motioned that the Clarkston Town Council Meeting adjourn. Councilmember R. Thompson seconded the motion. All members present voted "Aye". Motion carried.
The meeting adjourned at 8:56 p.m.

Kristi Hidalgo
Clarkston Town Clerk

