



WORK MEETING
TOQUERVILLE CITY COUNCIL - MINUTES

May 5, 2016 @ 6:00 PM

Held at 212 N. Toquerville Blvd, Toquerville, UT

6:00 PM WORK MEETING: Council and Staff Officials - Discussion Only

In Attendance:

Brad Langston
Mayor LeFevre
Ty Bringhurst
Keen Ellsworth
Mark Fahrenkamp
Mike Ruesch
June Jeffery
Lance Gubler
Coleen Orth
Blair Gubler
John Postert

Not in Attendance:

Paul Heideman
Karl Rasmussen

6:00PM Mayor called meeting to order.

A. STAFF REPORTS AND UPDATES:

- | | |
|---------------------------------------|---------------------|
| 1. Karl Rasmussen | City Engineer |
| 2. Blair Gubler | Sewer |
| 3. Planning Commission Representative | Planning Commission |
| 4. Lance Gubler | Water/Maintenance |

- A-1 Karl Rasmussen not in attendance. Mayor spoke on Karl's behalf. See item B-2 below for details.
- A-2 Pump that pumps sewage out of TQ is in for repair. Cost is approximately \$35,000.00. Back-up pump is near Confluence Park. Normal wear and tear caused pump failure.
- A-3 Mike Ruesch is the newly appointed Planning Commission Chair.
Public Hearing to be held sometime in July to change the night sky ordinance and address LED lighting. Brad Langston asked for a copy of the new (draft) LED resolution as soon as it is available.
BMP zone change hearing to be held May 18th. (*Awaiting confirmation from The Spectrum newspaper that this has been published.*)

John Postert – Building Official

John addressed the Council with a proposed idea of having a flat rate for swimming pool permits (includes spas, too). Currently, the permits are based on the value of the pool. John pointed out the inspection time is the same regardless of the size of pool. Basing permit fees on pool value often leaves the City short on inspection fees. He proposed a \$300.00 flat rate pool permit fee. John said that St. George and most other cities in Washington County have a flat rate. Council discussed this idea and agreed to add it to the Fee Schedule.

John also discussed grading permits and soil compaction tests. These are needed if slope or retaining walls are four feet (4') or above. Ty Bringhurst voiced concern that slope, elevation, etc. do not seem to always be checked. Mark Fahrenkamp said that most of the time, soil inspections are done via paperwork and not necessarily by a visual or physical inspection. Ty anticipates that the City will soon start to receive complaints due to grading and sloping issues, specifically in Trail Ridge Estates (TRE). John said he will keep an eye on things. TRE's CC&Rs will soon address downspouts, gutters, etc. to address drainage issues.

John said that the State 2015 codes will be published in June. TQ will need to adopt these via ordinance, if the City decides to do so.

Regarding building valuation: LaVerkin's rate is 76%. Toquerville should be at 75-80% and is currently at 60%. Council to discuss further at 05/12/16 City Council Regular Meeting.

- A-4 On Shangri-La, trees to go in soon. Sidewalk is in place, but hill erosion is beginning to affect sidewalk. Lance is looking to find a solution before the trees go in. He spoke to a few contractors to get an idea of cost to put in a retaining wall. Cost would be approximately \$3,000.00 and would pay for contractor's time only. Materials are not needed as TQ has plenty of rock/stone that can be used. Mayor, Lance, and Karl need to plan a trip over there to look at issues and determine best solution. Mayor is concerned about pedestrian safety and tree health from large rock falling from above. Water (from watering trees) will continue to erode the hill.

6:30PM Keen Ellsworth departed.

Per Brad Langston, based on Tree City grant, (Shangri-La) project should be done by the end of this month. Because this was funded early, money must be spent by the end of October. Brad will look into asking for a six-month extension. This will give Lance, Mayor and Karl time to come up with a solution. Mayor said erosion problem needs to be dealt with first before any trees are planted. Brad wants to look at erosion problem, too, and wants to be involved in solution discussions. Lance and two Councilmen to meet at hill tomorrow morning at 7AM to look at erosion problem.

Cemetery: Lance needs direction from Council on how to address a few issues. People have planted trees underneath the cemetery trees. Some people have put benches and various decorations around headstones. Headstones are starting to be moved or pushed up from the trees that people are planting. These trees create an issue for neighboring trees. The benches and decorations create an issue for Maintenance Staff when they are mowing (benches and decorations get knocked over or damaged by mower. Mower becomes damaged and requires continued maintenance and repair). Lance suggested that the City leave a note on these items saying that the items will be removed and to contact the City Office with any questions or concerns. Lance showed some photos depicting benches, trees, and decorations that people have left. Brad asked who owns the plot that the Blue Spruce tree shown belongs to. Lance will look into this and let Brad know. People are also using the 'candy cane stakes' used for hanging plants. Currently, the cemetery contains a sign stating that anything left longer than six days will be removed. Per Ty and Mark, "Remove them." Per Mark, "If items are there longer than six days, remove it." Per Brad, "Leave the items up until Memorial Day and then clean them up." If people complain, have them call Brad's cell phone. Brad instructed Lance to list his (Brad's) cell number in the note saying that items will soon be removed and to call the City if needed. Lance to put these notes on benches, candy cane stakes, decorations, etc. Regarding old headstones that are damaged or missing, Lance suggested the City have a plaque made for rows A and B listing names of the deceased (those who are buried in rows A and B). Perhaps volunteers can help create the plaque. Lance thinks that veterans might like to participate in this project. Lance to look into this further and report back to the Council.

6:41PM Mike Ruesch departed.

Lance continued on and said that some people decorate with rocks. These are a problem for Maintenance Staff also because they often cannot be seen, get caught in the mower or weed-eater, and then kick up at the Staff. This is a dangerous and costly problem. Staff can get hurt and machinery is damaged by the rocks. Hurricane cemetery does not allow rocks. Decorative rocks are becoming a problem for other cemeteries too. These should also be removed after six days.

Lance said the cemetery was fertilized recently.

Lance said that the City should consider purchasing more land for the cemetery. The City Office has seen a huge increase in plot sales and eventually will run out of plots. Lance thinks the City should address this before it is too late. Ty said that the Naegles will consider selling land south of the cemetery. His discussion with them did not include cost. Value of their entire piece of land is approximately \$400,000.00. Fifteen percent of that land is what the City would potentially need. Brad agrees that the City should consider buying more land. Ty said that any new owners might not be as eager or easy to work as the Naegles will be. They have history in the City and want to help the City now and in the future. Ty said City should consider talks with the Naegles now...before they sell that land to anyone else.

Lance summarized the Public Works Schedule and Checklist and updated the Council on what his department has been working on and plans to work on. Children's track-hoes have been taken out and are being repaired. They should be ready on Monday or Tuesday of next week. Town Hall has a water leak that Lance cannot identify. The District is going to come in with listening devices to help Lance locate the leak.

6:50PM Blair Gubler departed.

B. BUSINESS:

1. Discuss possible contract with Jones and DeMille (*Ty Bringhurst and/or Mayor LeFevre*)
2. Discuss [Ordinance # 2016.02](#) – Impact Fees Facilities Plan (to possibly approve at 05-12-16 CC Regular Meeting) (*Mayor LeFevre*)
3. Discuss [Resolution #2016.08](#) – Fee Schedule Impact Fees (to possibly approve at 05-12-16 CC Regular Meeting) (*Mayor LeFevre*)
4. Discuss FY2017 Budget (*June Jeffery*)
5. Discuss Water District Lease (*Mayor LeFevre*)
6. Discuss BMP zone change (*Planning Commission Chair or Co-Chair*)

- B-1 Jones and DeMille have started looking at the CIB application. They will not charge City until funding comes through. They are currently preparing letters and gathering information for various grants. Once complete, the Master Plan can then be worked on.
- B-2 Mayor spoke on Karl's behalf. Mayor put backup information for this item into DropBox. Several Council members, plus City Staff, do not have this info and cannot see it in DropBox. Mayor to forward this info to City Office to share with Council.) Item is ready for possible approval at 05/12/16 City Council Regular Meeting.
- B-3 This item is ready for possible approval at the 05-12-16 City Council Regular Meeting. Pool fees (\$300.00 flat rate) to be added to Fee Schedule prior to being presented for approval.
- B-4 June Jeffery discussed the Budget Message and FY2017 Budget. She summarized and reviewed various items:
- Cemetery: Pavilions and drinking fountains budgeted for.
 - Mill levy amount (estimated at \$95,000.00) cannot be confirmed yet as this number depends on the County numbers. County numbers are determined in June.
 - Brad asked about RAP tax. June explained how she came up with that number.
 - June described Grants: \$64,500.00 = \$44,500.00 (CIB) + \$20,000.00 (MPO).
 - June explained that UDOT money must be put out by City first; UDOT to reimburse.
 - Regarding Administration: Payroll numbers need to be discussed once Coleen's replacement is hired.
 - Economic Development: Keen previously discussed this with June and asked that \$10,000.00 be budgeted. Items he has in mind are signage and miscellaneous Beautification projects in an effort to attract industry and commerce.
 - \$60,000.00 has been budgeted for streetlights. \$45,000.00 of that is for LED project.
 - 'Sidewalks' were moved to 'Streets', which is why it does not have any amount on its own line item.
 - Building Inspections: June expects that this will be over the budgeted amount due to administrative costs (i.e. Mike Vercimak's wages). Mike has provided training for City personnel; recently created templates of many, many forms; and has taken on a lot more work for Toquerville this year, resulting in higher wages.
 - Ty asked about money for Westfield Road crack seal. Approximately \$10,000.00 is needed. June will make adjustment as directed. Ty will send her information for back-up.
 - Parks: TRE Pavilion has been moved to Capital Funds project. Approximate cost is \$40,000.00.
 - Lance budgeted for a side-by-side. June and Lance to talk further. Maybe add more money to this item.
 - Cemetery: Brad wants money to improve the interior cemetery roads. Per June, \$10,000.00 has already been budgeted for this.
 - June said that the TQ Royalty did not hold a fundraiser this year. Mayor said to ask Paul Heideman about this. Is there a limit on how much money they can take out of the Miss TQ Fund each year to cover Royalty costs? June to contact Paul Heideman to discuss Royalty rules.
 - For General Fund: Expect to see it \$100,000.00 in the hole. Once appropriations happen, expect about \$150,000.00 to come in. This will leave about \$50,000.00 in the fund.
 - Water: SID fund does not have to be paid this year.
 - Payroll and benefits costs are up a little bit.
 - Generator: Ty wanted a generator (on a trailer) in case it is ever needed. (Ex: Emergencies, earthquakes, etc.)
 - For Cemetery: Further discussion is needed for perpetual funds use (i.e. Naegle land purchase).

Mayor thanked the Council and Maintenance Staff for their involvement with the budget process this year. He said that this Council has been more hands-on and involved in this than any other Council he has seen.

- B-5 Tina from the Water District emailed the Mayor. Mayor read aloud the email that he received. Email addressed H2O purchases (District to buy from TQ). Email outlined rough details. Terms and conditions still need to be discussed and put into written form. District is clearly ready to work with City. Two months ago, the Mayor started this discussion, "and here we are now. Discussions are in full swing," said Mayor. Ty Bringhurst is over H2O and would like to participate in those negotiations, too.
- B-6 This item was discussed earlier, prior to Mike Ruesch's departure. (See Item A-3.)

C. CITY COUNCIL REPORTS AND UPDATES:

1. Ty Bringhurst
2. Keen Ellsworth
3. Mark Fahrenkamp
4. Paul Heideman
5. Brad Langston
6. Mayor LeFevre

C-1 Ty asked about two invoices (Raintree Landscaping and All Star Excavating). Coleen said that checks for both were cut today and will be mailed out tomorrow.

Ty asked Lance about spraying for weeds in subdivisions. Weeds are coming up through sidewalk cracks and asphalt is cracking further. Lance said that his new hire starts on Monday. He will make this a priority.

Regarding TRE Port-A-Potty: Ty said that he has received numerous calls. People are thrilled about this!

Ty asked about clean-up dumpsters. He asked about hosting another day(s) for these. June said that these are scheduled twice a year and that cities reserve the dumpsters a year in advance. Toquerville chose from the few dates that were still available. Lance suggested that moving forward, signs be posted throughout town listing the clean-up dates. Brad asked June to reserve additional dumpsters next year. The need is there and they will be used, especially in the subdivisions.

C-2 Keen departed early. No discussions held on his behalf.

C-3 Mark discussed the TRE Pavilions. He wants this to 'get going' and to move forward (plans drawn up, etc.). Lance asked about contacting Bill Jackson regarding a possible grant for the pavilions. Mayor said that the cutoff date has already occurred. Ty said he'll call Bill and ask about options.

C-4 Paul Heideman not in attendance. No discussions held on his behalf.

C-5 Brad thanked Lance for handling the trees at Trail Ridge. Lance said tree debris from Cholla Creek will be burned soon.

C-6 Ron Whitehead asked for a 'Critical Infrastructure and Roads List' at a recent Mayors' Meeting. He wants this information from each City. Mayor and Lance to work on getting this list put together for TQ. It will show which roads are deemed most problematic in case of emergency (earthquakes, etc.); which roads are likely to collapse, cause drainage issues, cause water pump issues, etc.

A resolution is needed to show support of the County's .025% sales tax increase for transportation. June to follow up by: Updating dates on current document. Prep for possible approval at next week's City Council Regular Meeting.

MISC: Ty asked about / discussed the following issues:

- Hillside VRBO: He will get address and will send to City Office. City Office to begin violation process. Ty said home has a garage and a separate unit.
- A light blue sedan has been seen in Cholla Creek recently, slowly following children. Sherriff's Office has been called a few times and has come out to the area to check on this. If you see any of this happening, call the Police right away.
- Regarding vehicles that need to be towed: Coleen updated Council on recent discussion with Sherriff's Officer. Resident has been warned that enough time has passed. If vehicle(s) is/are not moved by Monday, it/they will be towed. Parking in front of a driveway is not allowed. Resident has been warned. Police will continue to monitor this, too.

Coleen to follow up:

- When will Bill Jackson present to City Council next? June or July?

Brad will not be in attendance at July's City Council Meeting.

Randy Johnson to start learning pieces of Mike Vercimak's job, a little at a time. Mike to train Randy.

D. REQUEST FOR AGENDA ITEMS: (For Future Meetings)

1. Requested agenda items (if any) to be heard at May 12, 2016 Regular City Council Meeting
 - i. Public Hearing to discuss submitting an application to the Permanent Community Impact Board for funding of the General Plan and the Bypass Corridor Study
 - ii. Discuss possible contract with Jones and DeMille
 - iii. Discuss FY2017 Budget; set Public Hearing date
 - iv. Possible approval of Ordinance #2016.02 – Impact Fees and Capital Facilities Plan
 - v. Possible approval of Resolution #2016.08 – Fee Schedule Impact Fees
 - vi. Discuss BMP zone change; set Public Hearing date
2. For May 12, 2016 CC Regular Meeting Consent Agenda Items:
 - vii. Review and possible approval of CC Work Meeting Minutes from April 7, 2016
 - viii. Review and possible approval of CC Meeting Minutes from April 14, 2016
 - ix. Review and possible approval of City Expenditures for April, 2016
3. Requested agenda items (if any) to be heard at May 18, 2016 Regular Planning Commission Meeting

No additional items given.

E. MOTION TO ADJOURN:

8:05PM Mayor adjourned meeting.

Approved this June 9, 2016



Mayor M. Darrin LeFevre



Attest: Dana M. McKim, Toquerville City Recorder

