

MINUTES OF THE TOWN COUNCIL
MEETING
OF THE TOWN OF CLARKSTON

August 2, 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: Suzanne Thompson, Jesse Schmid, Sue Carling, Eric Johnson, Rod Hammer, Scott Archibald

1. CALL TO ORDER

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

Mayor Godfrey addressed the minutes of the Clarkston Town Council Meeting held June 7, 2016. Councilmember S. Palmer motioned for the Clarkston Town Council to approve and adopt the minutes of June 7, 2016. Councilmember R. Thompson seconded the motion. All in favor "Aye". Motion carried

2. NEW BUSINESS

Eric Johnson - Mr. Johnson introduced himself stating that he is with the law firm of Blaisdell, Church, & Johnson. This firm does all aspects of municipal law. Mr. Johnson's specialty is municipal finance and municipal bonding. Mr. Johnson explained Resolution 16-19. He stated that this resolution is authorizing an interlocal agreement between Trenton, Clarkston, and Newton. The interlocal agreement states that Trenton Town will take out a loan and issue bonds in the amount of 732,000. Each of the three towns have 1/3 share of the loan and each town pledges to pay \$244,000 of the loan. Mr. Johnson concluded that approval of the Interlocal agreement would commit Clarkston Town to \$244,000 over the next thirty (30) Years. Mr. Johnson stated that the payment would be close to \$10,000 per year. The interest rate on the loan is 1% and can be prepaid at any time without penalty. The Council approved Mr. Johnson to handle all of the legal documents for the loan.

Resolution 16-19 "A Resolution Re-Authorizing An Interlocal Agreement With Trenton and Newton, To Finance Town's Drinking Water System, Including Development Of Spring Shared With Trenton And Newton; Resolution To Supercede The March 1, 2016 Resolution, And Related Matters"- Mayor Godfrey asked if there was any discussion by

the Council prior to passing the resolution. There was no discussion so Mayor Godfrey read the resolution and asked for a motion to adopt Resolution 16-19. Councilmember R. Calderwood motioned for the Council to approve Resolution 16-19. Councilmember S. Palmer seconded the motion. All in favor “Aye”. Motion carried

Voting:	Mayor Godfrey	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
	Councilmember R. Calderwood	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
	Councilmember S. Palmer	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
	Councilmember R. Thompson	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain
	Councilmember E. Goodey	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain

Jesse Schmid – 30 K Road Race Proposal – Jesse Schmid came before the Council seeking approval to stage a 30 K Road Race (18.3 Miles) in Clarkston Town. Ms. Schmid stated that she would like to put on a race that is well-organized, clean, and fun. She hopes to provide a course that challenges the runners, but is also a fun and beautiful place to run. Participants would be running for mental illness. The race is to encourage others to take that first step towards a healthy mind and body. Ms. Schmid stated that she enjoys the beautiful valley in which we live, and wants to share that with others. Ms. Schmid reiterated that this will be a well-organized, clean race, and respect will be shown to those living along the race route.

Ms. Schmid proposed the following:

- The race would be Saturday June 3, 2017, at 6:30 am.
- The course will be closed within 6-7 hours
- Will occupy the Park/Square from approximately 5 am – 3 pm.
- Starting Line and Finish Line: Clarkston Town Square (100 South)
- 90 % of the race course would be in unincorporated areas.
- Aid stations will be provided approximately every 2-3 miles along the route.
- Use the covered pavilions and parking lot for set up, prizes, vendors, runners
- Areas impacted by the race: Clarkston Town, Cache County and Box Elder County

Ms. Schmid handed out a map of the proposed race route. **See Attachment A**

Ms. Schmid proposed that the race start at 100 South in Clarkston Town and go up over short divide and come back over long divide. Ms. Schmid informed the Council that she is in the process of lining up facilities such as Porta-Potties and will have a fire, medical, and safety plan in place for the race route. Ms. Schmid stated that because the starting and finish line is at 100 South that road will need to be closed the day of the race. The Council did not feel that closing the road would be a problem. Mayor Godfrey informed Ms. Schmid that the parking lot belongs to the Church of Jesus Christ of Latter-day Saints. Ms. Schmid would need to get permission from them to use the church parking lot. Councilmember E. Goodey wondered how many participants there might be in the race. Ms. Schmid replied that she anticipates about 250 runners this year. Ms. Schmid indicated that she would like to do this race more than once and feels like she would put a cap on the number of runners at 500. Councilmember E. Goodey wondered if Ms. Schmid represented anyone in particular. Sue Carling, Ms. Schmid's mother, stated that fourteen years ago her son, Ms. Schmid's brother, was buried as a victim of suicide. Ever

since then Ms. Schmid has been passionate about mental illness and awareness of mental illness. At the finish line Ms. Schmid hopes to have organizations like The Family Place and CAPSA there with information to educate people concerning mental illness and mental health. The Council approved the 30 K Road Race to be staged in Clarkston Town.

Cache County Fire Chief Rod Hammer – Wildland Fire Policy (SB 122) - Governor Gary R. Herbert signed into law SB 122, Wildland Fire Policy. This new legislation is effective January 1, 2017 and allows eligible entities, which include municipalities, with wildland responsibility and taxing authority to participate with the State Of Utah in a Cooperative Agreement for wildland fire management. Once an agreement is in place between the State of Utah and an eligible entity, the State will pay all wildland suppression costs when a Delegation of Fire Management Authority and Transfer of Fiscal Responsibility has occurred for participating entities. The new system is voluntary; however, if an entity chooses not to participate it will pay the costs for wildland suppression within their jurisdiction. Cache County Fire Chief Rod Hammer came before the Council to discuss SB 122 and what it means to Clarkston Town. Fire Chief Hammer reported that currently counties have the ability to pay into an Insurance Fund through the State so that if we hit a cap price on a fire then the State will take over suppression costs of that fire. The Counties insurance premium is based on a seven year average of fire costs and an assessment of the county population. This year the county insurance premium was around \$16,000. There is two funds. There is money we have to have in our budget for fire suppression, and that's the peak that we hit and that's at about \$32,000 and then there is the insurance premium on top of that. So the county is right at about \$70,000 per year for fire suppression. SB 122 allows cities to enter into the same kind of agreement should there be a catastrophic wildfire within their city. It's a little different program than what the county is currently doing; however the county program will change to this new one as well, effective January 1, 2017. The way the new program is set up is based on the risk or threat assessment of a catastrophic wildfire within your city limits. **See Attachment B** They estimate a cost or risk assessment value that must be spent before they would come in and take over suppression costs of a wildfire. The cost for Clarkston Town is \$545. That money is not given to the State but the State requires that this amount be spent in the local area as follows:

Participation Commitment Actions for Local Governments

See Attachment C

- 25% on Wildfire Preparedness – Fire fighter training, Fire apparatus improvements
- 50 % minimum on Wildfire Mitigation – Projects to reduce hazardous fuels in the area
- 25 % on Wildfire Prevention – Wildfire education, Community awareness

Fire Chief Hammer stated that the Town Council needs to determine if it would be beneficial for Clarkston Town to participate in this program. If the town decides to participate then the \$545 value amount must be spent on the above mentioned Participation Commitment Actions each year. If the town decides not to participate there is no penalty involved but if a fire starts within the city and moves to State, or Federal land. Clarkston Town would potentially be liable for more of the fire suppression costs. Fire Chief Hammer concluded that the \$545 is an insurance program. If something does

happen the state will take over and cover the costs of the fire. Mayor Godfrey wondered at what point the state would take over. Fire Chief Hammer stated that there are four factors that make the responsibility go to the State:

1. The local fire chief asks the State to take over the fire.
2. If the fire is on State or Federal lands the State takes over.
3. If any resources are ordered from the Interagency Fire Center the State takes over. All aircraft costs become the Fiscal Responsibility of the State.
4. At the discretion of the State Forester. The State Forester can request that the State take over a fire.

Fire Chief Hammer believes that SB 122 was written mainly for the Wasatch Front where there are city boundaries up against the forest but the bill was written so that every city has the option. Fire Chief Hammer recommended that the Council talk to Fire Chief Brooks Dufner and make a decision. An Individual from the State would be assigned to work with Clarkston Town to approve projects and develop a Community Wildfire Prevention Plan (CWPP). The Town Clerk, Kristi Hidalgo, wondered who would be responsible to develop and implement the plan. Fire Chief Hammer declared that it would be the Town Councils responsibility to develop and implement the CWPP. The Fire Department should not be burdened with this added responsibility. This Program will work best if the community is involved. The Fire Department would be a resource to the plan and assist with projects.

Scott Archibald – Sunrise Engineering – Update on Spring Re-Development Project –

Mr. Archibald informed the Council that the bond closing for the Springs Re-Development Project would be Monday August 8, 2016 at 3:00 pm. A Pre-Construction Meeting would be held on Thursday August 18, 2016 at 6:00 pm. at the Clarkston Town Community Center. The project should be underway by the last week of August 2016 and completed by December 2016.

Clarkston Town Water Master Plan – Scott Archibald came before the Council to review the updated Water Master Plan. Mr. Archibald handed out copies of the Water Master Plan to the Council. **See Attachment D**

Mr. Archibald stated that the goal of the Water Master Plan is to provide a better understanding of how existing infrastructure will meet future demands. The Water Master Plan covers the condition and adequacy of the current water system including: water usage, water rights, water sources, water storage, water treatment, and water distribution. The plan also projections population growth and future demands on the water network. The current water network was also modeled using computer software.

Mr. Archibald referred to page 2 of the Water Master Plan and reported that Table 2-1 summarizes the population and water connection estimates over the next 25 years, using an estimated building permit growth rate of 1.5%. Mr. Archibald noted that in 2015 there were 260 water connections with a population of 680. By 2040 there will be 377 water connections and the population will be 987. Chart 3-1 summarizes Clarkston's Existing Average Water Usage. Individual meter data was obtained from Clarkston for the year 2015. The table shows that the average yearly use per month per connection was 21,000

gallons, average summer use was 30,000 gallons, and the average winter use was 11,000 gallons.

Mr. Archibald referred to page 3 of the Water Master Plan which shows Clarkston Town's current billing rate structure. Clarkston has a Water Base Cost of 32.75 and the base water amount is 70,000 gallons per month for a ¾ inch meter connection. Table 3-2 Compares rate structures for a few neighboring communities. Mr. Archibald pointed out Smithfield Cities Water Rate Structure. Smithfield does not have a Water Base Cost. They charge 0.60 per 0-20,000 gallons used and 0.70 for 20,000 + gallons used. Mayor Godfrey interjected that most of those neighboring communities have a secondary water source and Clarkston does not. Mr. Archibald declared that Clarkston Town's rate structure is very liberal, and as long as the spring flows are stable and population does not dramatically increase, the rate structure is adequate. But as the flows from the spring decrease from drought or as population increases significantly, the rate structure should be adjusted by reducing the amount of gallons allotted on the base rate.

Mr. Archibald Referred to page 5 of the plan. Table 4-1 shows Clarkston Water Rights. Clarkston Town has water rights for five sources of which four are springs and the fifth is a well. These water rights are listed as municipal use and are decreed water rights that are approved and perfected with the State. The state requires communities to provide enough water rights to meet the demand on the day of the highest water consumption. Therefore, Clarkston should own enough water rights to meet peak day demands. Mr. Archibald reported that Clarkston Town has a water right surplus of 1,988.7 gallons per minute (gpm). Due to the surplus, Clarkston is not expected to need additional water rights well past the 25-year projection.

Mr. Archibald discussed Clarkston Town Water Sources. Clarkston obtains water from five sources. The sources are named as follows: City Spring, Myler Spring, North Fork Spring, Big Birch Spring, and Little Birch Spring. Clarkston also owns a well. However, due to low production volume, the well has never been plumbed into the water system. There are not any flow measuring devices at any of the springs. So the exact amount of water being produced by each spring is unable to be determined. There is a main transmission line meter located above the storage tanks that measures the water produced by all of the springs together. The highest reading of this meter is 1300 gallons per minute. During the past 4 years (2012-2016), drought has caused the spring flows to fluctuate between 450 and 750 Gallons per minute. Mr. Archibald declared that this is a significant drop in the amount of water produced by the springs. Mr. Archibald referred to page 6 of the plan. Mr. Archibald pointed out that subtracting the existing requirements (659 gpm) and future requirements (955 gpm) from the source capacity (450-750 gpm) one can determine that Clarkston is in need of additional water sources to the system. Water conservation measures could extend the time before additional sources need to be added. Mr. Archibald recommended that Clarkston begin the process to develop additional water sources.

Mr. Archibald referred to page 7 of the plan. Clarkston has three concrete storage tanks and a storage pond with a total capacity of 1,240,000 gallons. Mr. Archibald stated that

according to the state minimum calculations Clarkston has an existing water storage surplus of 585,760 gallons. By the year 2040, it is projected that Clarkston will have a water storage surplus of 372,352 gallons. Mr. Archibald declared no additional storage is required, storage requirements for the 20 year growth projection are met with the existing storage.

Mr. Archibald referred to the Maps of the Existing Water System and reported that the current distribution system is currently able to meet the needs of the community. Mr. Archibald recommended future improvements that need to be done on the water system.

Recommended Future Improvements:

1. According to the plans of the 1980 Water Improvement Project there are still a few cast iron pipes left in service. It is recommended that these cast iron pipes be inspected and possibly replaced in the near future.
2. Add a new 8" PVC pipe between 200 North and 100 North along 200 West.
3. Replace the 4" PVC pipe between 200 West and 100 West along 100 South with an 8" PVC pipe.
4. Redevelop Mylar Spring.
5. Currently there are fire hydrants that cannot meet the legal fire flow limits. The 4" piping should be replaced with 8" to increase the flow.
6. Add two new fire hydrants at the corner of 200 West and 300 North and at the corner of 200 West and 200 North. These two areas are not covered by the current fire hydrants.

At the end of the plan is a Cost Analysis for the Improvements.

3. DEPARTMENTS

Mayor Godfrey – Work Session – Mayor Godfrey informed the Council that, at the next Town Council Meeting held August 16, 2016, he would like to discuss a Moratorium, a Building Permit Cap, and Impact Fees. Mayor Godfrey asked the Town Clerk, Kristi Hidalgo to contact Attorney David Church with the Utah League of Cities and Towns and find out what the rules and regulations are concerning moratoriums and building permit caps.

Parade Safety Letter – Mayor Godfrey informed the Council he received a letter from Cache County Sheriff Chad Jensen concerning parade safety. **See Attachment E** Sheriff Jensen stated in the letter that the biggest issue at parades is the candy and other items being thrown from vehicles, which entice the children to run into the parade route. Sheriff Jensen recommended that cities and towns adopt a safety rule for parade entries that prohibits entries from distributing candy and /or other giveaways from a moving vehicle. Entries must assign someone to walk the parade route in order to safely distribute items to spectators. Sheriff Jensen said that some cities and towns have made this a rule that each entry must agree to and sign prior to entering the parade. Sheriff Jensen stated that if this was implemented as a rule, the Sheriff's Office could assist in enforcing the rule and ensure public safety for everyone. Sheriff Jensen asked that the

Council let him know how they feel about this proposal. The Council discussed and determined that they don't agree with the recommendation and feel that parade entries should continue to be allowed to throw candy to spectators. Mayor Godfrey will contact Sheriff Jensen with the Councils decision.

Councilmember S. Palmer – Had nothing to report at this meeting.

Councilmember R. Calderwood - July Warrant List - Councilmember R. Calderwood presented the Warrant List for July 2016. Councilmember S. Palmer motioned for the Clarkston Town Council to approve the warrant list as read. Councilmember E. Goodey seconded the motion. All in favor "Aye"

Water Department – Councilmember R. Calderwood reported that for the last 1 ½ weeks the cemetery and park have not been allowed to water. It has taken a week for the water tank to recover and fill up. Councilmember R. Calderwood informed the Council that he has put the cemetery and park on a limited water usage basis and will monitor the water tank levels and allow them to water more each day as the tank level permits. Mayor Godfrey stated that even if the tank level is maintained the citizens should be able to have the water. Mayor Godfrey told Councilmember R. Calderwood that only the new sod needs to be watered at the Cemetery and that anything east of the Fire Station doesn't need to be watered at all. Around the playground and between the fire station and the tennis courts is sufficient for the park. Councilmember R. Calderwood agreed and will pass these water restrictions on to the Cemetery Sexton and Park Supervisor.

Water Master Plan – Councilmember R. Calderwood declared that based off of the Water Master Plan presented to the Council tonight, it is evident that the current water base rates, gallons allowed, and overage charges need to be revised. Councilmember R. Calderwood referenced Table 3-1 on page 2 of the Water Master Plan and stated that the average yearly gallons used per month per connection is 21,000, Average summer use is 30,000, and the average winter use is 11,000. Councilmember R. Calderwood recommended lowering the gallons allowed per month from 70,000 to 35,000 per month. Mayor Godfrey disagreed and feels like that is too low. Councilmember R. Calderwood strongly feels that the overage charges need to be restructured and increased. Councilmember R. Calderwood believes that by doing this people would be more responsible about their water usage and water turns could even be eliminated in the future. The Council agreed that the gallons allowed per month and water overages need to be adjusted. The Council did not make a decision at this time. The Council will discuss this at the next Town Council Meeting held August 16, 2016.

Councilmember E. Goodey – New Flood Plain Map – Councilmember E. Goodey wondered if the town needs to get a new Flood Plain Map. It was determined that Councilmember E. Goodey should call the Flood Plain Administrator and find out if the new map is different from the Flood Plain Map we already have. If it is different Councilmember E. Goodey will order a new map.

Emergency Preparedness – Councilmember E. Goodey is ready to start working on Emergency Preparedness and said that she is open to suggestions on how to proceed in this endeavor. Mayor Godfrey recommended setting up a calling tree. Mayor Godfrey feels that when an emergency develops a calling tree is an effective way to get information out to citizens quickly and it reaches every demographic of the community.

Animal Control – Councilmember E. Goodey informed the Council that the Cache County Animal Control has not resolved Ryan Rohleders barking dog issue. Councilmember E. Goodey wondered if the town needed to do something about it. Mayor Godfrey stated that Cache County Animal Control needs to take care of it. Mayor Godfrey stated that he will contact Clarkston Town Star Deputy Virgil Hutton and see if he can assist in instigating a solution to this ongoing problem.

Councilmember R. Thompson – Clarkston Town National Night Out Against Crime – Councilmember R. Thompson reported that Clarkston Town National Night Out Against Crime will be held Monday August 15, 2016 at 6:00 pm at the Town Square. Clarkston Town Star Deputy Virgil Hutton will be there and will bring the Canine Unit. The Town Council will provide hotdogs, chips, cookies, and drinks.

4. RELEVANT BUSINESS

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

- Mayor Letter
- Clarkston Town National Night Out Against Crime
- Water Conservation Tips
- Water Restrictions
- Thanks to all who helped with the Pony Express Days Celebration
- Thanks to the Fair Booth Committee

Next Meeting - The next meeting will be a Town Council Meeting and will be held Tuesday August 16, 2016 at 7:00 p.m.

5. ADJOURN

There being no further business to come before the Council, Councilmember R. Thompson motioned that the Clarkston Town Council Meeting adjourn. Councilmember R. Calderwood seconded the motion. All members present voted “Aye”. Motion carried. The meeting adjourned at 9:15 p.m.

Kristi Hidalgo
Clarkston Town Clerk

