

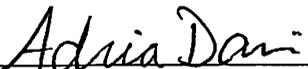
NOTICE AND AGENDA

Notice is hereby given that the Planning Commission of Millville City will hold a meeting on Thursday, **Oct 20, 2016** in the Millville City Office, at 510 East 300 South, Millville, Utah, which meeting shall begin promptly at **8:00 p.m.**

1. Roll call
2. Opening remarks/Pledge of Allegiance.
3. Review and approval of agenda
4. Review and approval of minutes from Oct 6, 2016.
5. Action Items:
 - A. Consideration of zoning clearance for a building permit by Visionary Homes, for a residence to be located at 463 East 100 North, Mond-Aire Heights Lot #23, in Millville, UT.
6. Discussion Items:
 - A. City Council Report – review minutes from the Oct 13, 2016 meeting.
 - B. Agenda items for next meeting.
 - C. Other.
7. Calendaring of future Planning Commission Meeting.
8. Assignment of Representative to next City Council Meeting.
9. Adjournment.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during public meetings should notify Adria Davis at (435) 213-0787 at least three working days prior to the meeting.

Notice was posted on Oct 17, 2016 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 Notice Website (<http://www.utah.gov/pmn/index.html>) on Oct 17, 2016.



Adria Davis, Secretary
Millville City Planning Commission

MILLVILLE PLANNING COMMISSION MEETING

City Hall - 510 East 300 South - Millville, Utah

Oct 6, 2016

1. Roll Call:

Chairman Jim Hart, Commissioners Garrett Greenhalgh, and Larry Lewis (Alt).

Others Present:

Development Coordinator Harry Meadows, Treasurer Tara Hobbs, Rose Mary Jones, Jeremy and Seth Burbank, and Javier Contreras. Secretary Adria Davis recorded the minutes.

2. Opening Remarks/Pledge of Allegiance

Chairman Hart opened the meeting at 8:02 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 Oct 6, 2016 was reviewed. A motion was made by Commissioner Greenhalgh to approve the agenda as presented. Commissioner Lewis (Alt.) seconded. Commissioners Greenhalgh, Hart, and Lewis (Alt.) voted yes, with Commissioners Farmer, Dickey, and Smith (Alt.) excused, and Commissioner Thompson absent.

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

The minutes for the meeting of Sept 15, 2016 were reviewed. A motion was made by Commissioner Greenhalgh to approve the minutes as outlined. Commissioner Lewis (Alt.) seconded. Commissioners Greenhalgh, Hart, and Lewis (Alt.) voted yes, with Commissioners Farmer, Dickey, and Smith (Alt.) excused, and Commissioner Thompson absent.

5.A. Consideration of zoning clearance for a building permit by A Plus General Contractors, for a residence to be located at 200 North 300 East in Millville, UT.

Mr. Contreras was not present at this time.

Chairman Hart made a motion to move on to item 5.B., Commissioner Lewis (Alt.) seconded. All were in favor, the item carried.

5.B. Consideration of zoning clearance for a building permit by Burbank Builders, for a residence to be located at 169 North 430 East, Mond-Aire Heights Lot #12, in Millville, UT.

This home will be a rambler style spec home.

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

The \$2000 landscape deposit was reviewed with Mr. Burbank. He would need to work that out with the homeowners when the home was sold as to whom the deposit would be refundable to.

6.A. City Council Reports – review minutes from Sept 22, 2016 meeting.

No comments were made.

6.B. Agenda Items for Next Meeting

Possible building permits.

6.C. Other

No building permit requests will be accepted for the Copperleaf (or any other) subdivision until the city gives the ok that the subdivision is complete.

7. Calendaring of future Planning and Zoning Meeting

The next regularly scheduled meeting will be held Thursday, Oct 20, 2016.

8. Assignment of Representative for City Council Meeting

Harry Meadows was asked to represent the commission at the next council meeting.

9. Adjournment

Chairman Hart moved to adjourn the meeting at 8:17 p.m.

*Mr. Javier Contreras arrived at the meeting after it had been dismissed. However, since he had driven a long distance the commissioners were willing to reconvene.

Commissioner Lewis (Alt.) made a motion to reopen the meeting in order to review item 5.A. from the agenda at 8:25 p.m. on Thursday, Oct 6, 2016. Chairman Hart seconded the motion.

5.A. Consideration of zoning clearance for a building permit by A Plus General Contractors, for a residence to be located at 200 North 300 East in Millville, UT.

Mr. Contreras provided the septic tank permits and the exact setback distances of the home, which had been missing from his original submitted packet.

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

Chairman Hart moved to adjourn the meeting again at 8:30 p.m. All were in favor.



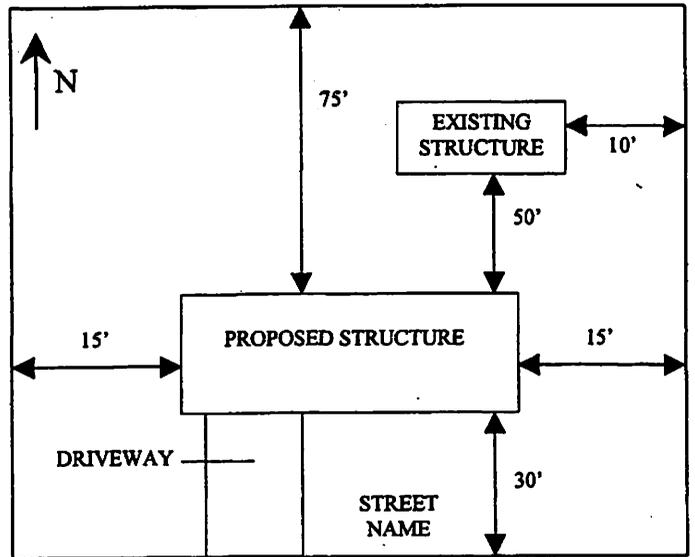
MILLVILLE CITY ZONING CLEARANCE FOR BUILDING PERMIT

THIS FORM EXPIRES 60 DAYS FROM DATE OF APPROVAL

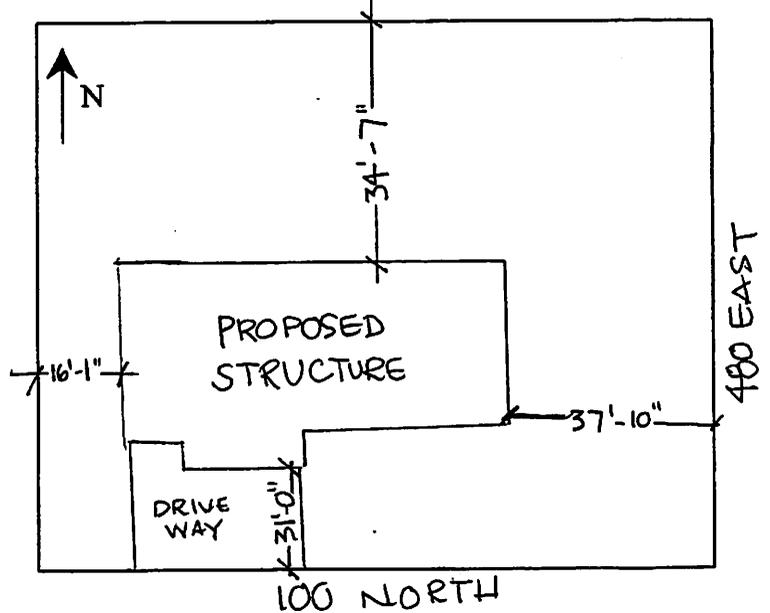
APPLICATION INFORMATION

1. VISIONARY HOMES
APPLICANT'S NAME
2. 50 EAST 2500 NORTH SUITE #101
MAILING ADDRESS
- NORTH LOGAN UT 84341
CITY STATE ZIP CODE
3. _____ HOME TELEPHONE 4. 435-752-1480 EXT: 2011
BUSINESS TELEPHONE
5. RANDY & ROSEMARIE JORGENSEN
OWNER'S NAME (if different from applicant)
6. SINGLE FAMILY DWELLING
TYPE OF STRUCTURE
7. 1925 S.F. 8. R-1
SQUARE FOOTAGE ZONE
9. MOND-AIRE HEIGHTS LOT # 23
SUBDIVISION NAME AND LOT NUMBER (if applicable)
10. 03 - 194 - 0023
TAX IDENTIFICATION NUMBER
11. 463 EAST 100 NORTH
ADDRESS OF CONSTRUCTION
12. .33 ACRES 13. _____
LOT SIZE LOT ELEVATION
14. SEWER SEPTIC TANK N/A
(choose one)
15. CITY WATER PRIVATE WELL N/A
(choose one)
16. ELECTRICITY GAS OTHER UTILITY
(specify in remarks)
17. _____
REMARKS

SAMPLE PLOT PLAN (numbers do not represent required setbacks)



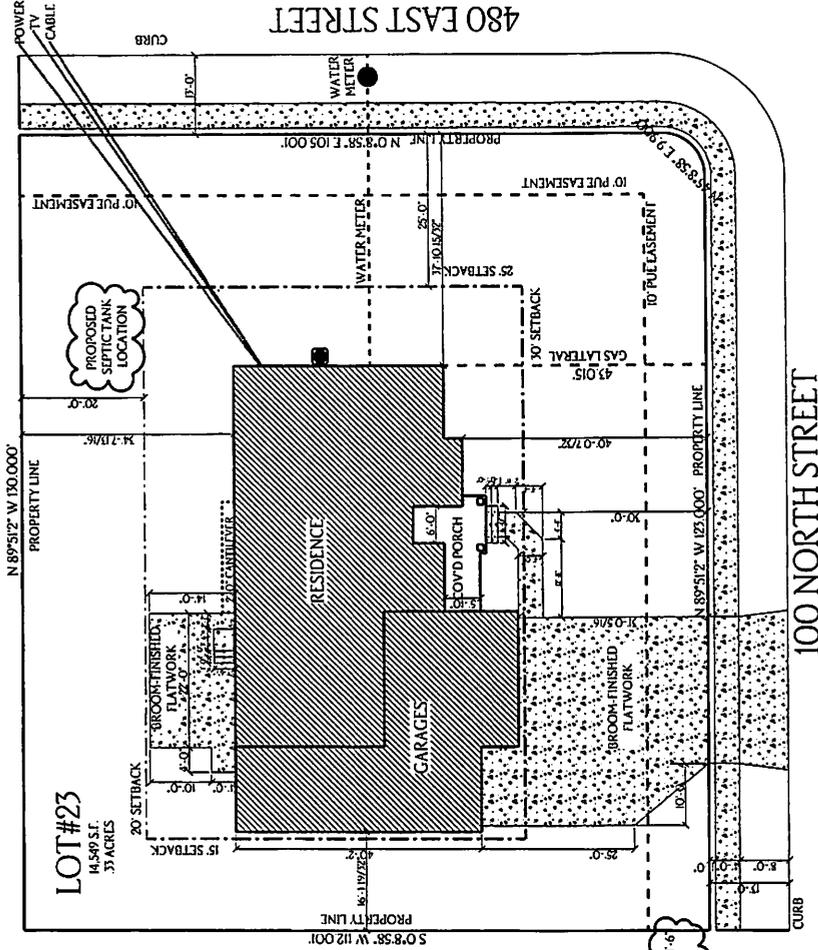
PLOT PLAN



APPROVED - PLANNING AND ZONING _____ DATE _____

FEES PAID - TREASURER _____ DATE _____

This property is being approved for building permit issuance as indicated above. Any change in the type or placement of the structure is not allowed. This clearance is not a waiver of compliance with either the zoning ordinance or the building codes. Millville City Form 101 - 15 Nov. 2003 (previous edition is obsolete)



LOT #23
14.549 S.F.
.33 ACRES

VISIONARY HOMES

501 E 2600 N, Ste 101
North Logan, UT 84341
(435) 752-4480

SITE PLAN

Jorgensen, Randy and Rosemarie
Hendrick-Avire Higley Subdivision
Phase #2, Lot #22, 14.549 sq. ft.
.33 Acres
Parcel # 03-194-0023

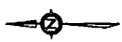
SCALE

463 East 1000 North
Palmville, UT 84066
3/4" X 3/4" Sheet : 1" = 10'
17" X 11" Sheet : 1" = 20'
17" X 8 1/2" Sheet : 1" = 70'

GAS APPLIANCES TO BE INSTALLED:

- 1. 50 Gal. Water Heater - 50,000 BTU
- 2. 80 Gal. Furnace - 35,000 BTU
- 2. Gas Dryer - 50,000 BTU
- TOTAL BTU LOAD - 185,000 BTU

SET FOUNDATION @ 1'-6"
ABOVE 0'-0"



MILLVILLE CITY COUNCIL MEETING
City Hall – 510 East 300 South – Millville, Utah
October 13, 2016

PRESENT: Michael Johnson, Michael Callahan, Cindy Cummings, Julianne Duffin, Rose Mary Jones, Gary Larsen, Harry Meadows, Lindsay Zollinger, Roger Roundy, Zan Murray, Dawn Williams, Sandy Wright, Michelle Jensen, Steve Hancey, Steve Moss, Fran Call, Kristine Bolton, Robert Bolton, Shonna Jensen, Kyle Hancey, June Hancey, Roger Roundy, Jon Hancey, Roxie Hancey, Debbie Harvey, Duane Harvey, Tammy Hellewell, Darcy Ripplinger, Kira Norr, Teresa Kendrick, Jamie Roundy, Karlee Roundy

Call to Order/Roll Call

Mayor Michael Johnson called the City Council Meeting to order for October 13, 2016 at 7 p.m. The roll call indicated Mayor Johnson and Councilmembers Michael Callahan, Cindy Cummings, and Julianne Duffin were in attendance with Councilmembers Mark Williams and Ryan Zollinger excused. Also Recorder Rose Mary Jones was present.

Opening Remarks/Pledge of Allegiance

Councilmember Callahan welcomed those in attendance requesting snow to come after the round-a-about is completed. He then led all in attendance in the pledge of allegiance.

Approval of agenda and time allocations

The agenda for the City Council Meeting of September 22, 2016 was reviewed.

Councilmember Cummings moved to approve the agenda for September 22, 2016. Councilmember Duffin seconded. Councilmembers Callahan, Cummings, and Duffin voted yes with Councilmembers Williams and Zollinger excused. (A copy of the agenda is included as Attachment "A".)

Approval of minutes of the previous meeting

The Council reviewed the minutes of the City Council Meeting for September 22, 2016.

Councilmember Duffin moved to approve the minutes for September 22, 2016 with the correction on the Planning Commission meeting dates. Councilmember Cummings seconded. There was a change on page 4 for the Proposal for Safe Route to School Grant as follows: "...Safe Route to School Grant to have sidewalk on the north side of the street installed on 100 North from Main Street to 225 East at the cost of \$325,000 with a 6.77% match. She also proposed to include one-half block on the north side of 450 North from 100 East to 150 East" *changed to read* "...Safe Route to School Grant to have sidewalk on the north side of the street installed on 100 North from Main Street to 225 East and one-half block on the north side of 450 North from 100 East to 150

East at the cost of \$325,000 with a 6.77% match.” Councilmembers Callahan, Cummings, and Duffin voted yes with Councilmembers Williams and Zollinger excused. (A copy of the minutes is included as Attachment “B”.)

Report on P & Z Meeting held October 6, 2016

Development Coordinator Harry Meadows reviewed with the Council the draft minutes from the Planning Commission Meeting held October 6, 2016. The home to be built on 200 North 300 East is south of the home currently owned by Sleights. (A copy of the draft minutes are included as Attachment “C”.)

Cooperative Agreement for Trail in Conjunction with Nibley City

Councilmember Duffin reported she had been in contact with David Zook and also Johnny Budge regarding the Trail in Conjunction with Nibley City but had not yet received the information to review at this meeting. She requested this be continued to the next Council Meeting.

As the meeting was ahead of schedule for the public hearing, **Councilmember Duffin moved to go to Item 5J [Bills to be paid]**. Councilmember Cummings seconded. Councilmembers Callahan, Cummings, and Duffin voted yes with Councilmembers Williams and Zollinger excused.

Bills to be paid

The bills were presented. They are as follows:

Tara Hobbs	133.67	General
Rose Mary Jones	393.42	General
Heidi Checketts	15.43	Youth Council
Adria Davis	9.02	P&Z
Down's Printing	96.32	Animal Control
Bridgerland Cache Animal Hospital	175.00	Animal Control
Rocky Mountain Power—		
North Park	66.86	Park
Street Lights	249.05	Road
Shop	193.79	Building
Crossing Guard	17.02	Crossing Guard
Ball Park	10.26	Park
North Well	681.01	Water
Park Well	2,882.31	Water
Water Treatment	16.40	Water
Highline Reservoir	1,123.54	Water
Public Treasurers Investment Fund	7,667.00	Water

BILLS (Continued)--

Meterworks	20,322.80	CapReplcmtFund / Water
RC Welding and Fabrication	555.00	CapReplcmtFundWater
Cache Valley Publishing	453.73	General/Stormwater
LeGrand Johnson Construction Co.	39,032.38	Road/COG
AT&T	51.52	General
Hyrum City	14,632.00	Fire
Maceys	62.29	General
Watkins Printing	124.70	General/DevelopmentCoord
Turf-It Landscaping	300.00	Park
Renegade Rental	80.95	Park
Don's Auto Body	137.00	Road
Beazer Lock & Key	20.49	Building
Caselle	125.00	Water
Ashley Jessop	75.00	Water
Mike Baldwin	75.00	Water
Colton Parker	75.00	Water
HD Supply Waterworks	171.42	Water
Thatcher Company	481.99	Water
Division of Drinking Water	100.00	Water
Bear River Health Department	40.00	Water
Glenn's Electric	2,330.00	Water
Cache County Recorder	34.00	General
Salary Register	17,260.62	

Councilmember Duffin moved to pay the bills. Councilmember Callahan seconded. Councilmembers Callahan, Cummings, and Duffin voted yes with Councilmembers Williams and Zollinger excused.

As the Council was still ahead of the scheduled public hearing time, **Councilmember Duffin moved to go to Item 6-C [Wild Fire Prevention Information].** Councilmember Cummings seconded. Councilmembers Callahan, Cummings, and Duffin voted yes with Councilmembers Williams and Zollinger excused.

Wild Fire Prevention Information

Recorder Jones reviewed with the Council the information regarding the Wild Fire Prevention Program. (A copy of this information is included with the minutes as Attachment "D".) There was a question on why the risk of fire would be great in the area of 300 South and 100 West. Mayor Johnson will be receiving additional information with regard to this at his Mayor's Association Meeting. He requested that this item be continued to the next Council Meeting for further discussion.

Open and Public Meeting Training

Recorder Jones reviewed with the Council training information regarding the Open and Public Meetings Act. The Council will review this information and may discuss it at a future time with any questions they may have. (A copy of the information is included with the minutes as Attachment "E".)

Councilmember Cummings moved to go into the public hearing. Councilmember Duffin seconded. Councilmembers Callahan, Cummings, and Duffin voted yes with Councilmembers Williams and Zollinger excused.

PUBLIC HEARING: 7:15 p.m.

PRESENT: Michael Johnson, Michael Callahan, Cindy Cummings, Julianne Duffin, Rose Mary Jones, Gary Larsen, Harry Meadows, Lindsay Zollinger, Roger Roundy, Zan Murray, Dawn Williams, Sandy Wright, Michelle Jensen, Steve Hancey, Steve Moss, Fran Call, Kristine Bolton, Robert Bolton, Shonna Jensen, Kyle Hancey, June Hancey, Roger Roundy, Jon Hancey, Roxie Hancey, Debbie Harvey, Duane Harvey, Tammy Hellewell, Darcy Ripplinger

Mayor Johnson reviewed the purpose of the hearing was to receive public input on the Annexation of Real Property Parcels #03-036-0009, 03-036-0010, 03-036-0017, 03-036-0023, 03-036-0026 into Millville City owned by the Baker, Hancey, and Call.

Kyle Hancey – questioned why property above the elevation where water could be provided for service would be annexed into the City; this would be about one-half of the property proposed to be annexed.

Mayor Johnson – indicated the property would be all annexed rather than being divided. The County and City would be interested in getting this area removed from being an island.

Kyle Hancey – expressed concern for the increased taxes to be paid; he felt there was no benefit to the landowner.

Mayor Johnson – as the Baker's have requested to annex to the City, this is the time to complete having this property included in the City also. If development was desired, this would be required before any building in the future. He asked for the difference in the cost of the taxes.

Kyle Hancey – It is basically the amount charged by Millville City.

Michelle Jensen – requested being approved to have a well included for this property in the future, with Millville City not contesting it; perhaps having this approval recorded on the plat map.

Mayor Johnson – could not speak for future Councils.

Michelle Jensen - what animal rights are required by the City?

Mayor Johnson – the City does not have guidelines to prevent animals, as long as they are not disturbing the surrounding occupants.

Michelle Jensen - water is the big issue.

Mayor Johnson – did not feel it would be appropriate to have approval of a well identified on the plat at this time; there could possibly be a higher reservoir in the future that would service the area.

Fran Call – sole supporter of her home; discussed concern for another well; she is currently on a well located at approximately 300 South 550 East; had concern for Millville City taxes being charged.

Harry Meadows – the additional taxes would be about \$75 annually.

Mayor Johnson – no one is forcing any changes in the water at this time.

Fran Call – nothing changes except the increased taxes for them; did not feel that this was very fair.

Michael Callahan – concern for protesting a well in the future.

Mayor Johnson – there would be no reason for the City to contest a well, if they were unable to provide the water.

Engineer Zan Murray – expressed concern for private wells in the City limit.

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

Consideration of Adoption of an Ordinance for the Annexation of Parcels #03-036-0009, 03-036-0010, 03-036-0017, 03-036-0023, 03-036-0026

(A copy of the information provided is included with the minutes as Attachment "F".)

Mayor Johnson asked for the Council's input in taking action on this proposed annexation. There was discussion about whether there should be additional information received about having a private well in the City limit. There was a concern for the hardship expressed for the residents, and also discussion on whether creating another island is acceptable. There are guidelines given by the state on how annexation could be handled.

The Council deliberated the options for how to handle this property and the benefit for having the annexation completed now.

Engineer Murray had reviewed the City ordinance and could not see anything that would prohibit the development of a well under these circumstances.

Development Coordinator Meadows explained there would be additional costs to the Hanceys in the future, as the Bakers are bearing the cost of one-half of the annexation process and the City is bearing the other portion of cost.

Fran Call did express concern for the additional costs to her. The Hancey family had differing opinions on how this should be handled, with the majority of the children expressing the desire to have this annexed.

Development Coordinator Meadows explained Bakers wanted to have their property included in the City to increase the property value.

The County has allowed homes in the surrounding areas to be built with no roads. If annexed into the City, this would put the burden of the road infrastructure on the City.

Councilmember Duffin moved to approve Ordinance 2016 an Ordinance Annexing Parcels 03-036-0009, 03-036-0010, 03-036-0017, 03-036-0023, and 03-036-0026 into the Corporate Limits of Millville City, Utah. Councilmember Callahan seconded. Councilmembers Callahan, Cummings, and Duffin voted yes with Councilmembers Williams and Zollinger excused.

Councilmember Duffin moved to go into the Public Hearing for the purpose of receiving public input on the Stormwater Management Plan for Millville City. Councilmember Cummings seconded. Councilmembers Callahan, Cummings, and Duffin voted yes with Councilmembers Williams and Zollinger excused.

PUBLIC HEARING: 7:30 p.m. (or as soon thereafter as possible)

Commenced at 7:42 p.m.

PRESENT: Michael Johnson, Michael Callahan, Cindy Cummings, Julianne Duffin, Rose Mary Jones, Gary Larsen, Harry Meadows, Lindsay Zollinger, Roger Roundy, Zan Murray, Steve Moss, Kristine Bolton, Robert Bolton, Shonna Jensen, Kyle Hancey, June Hancey, Roger Roundy, Roxie Hancey, Debbie Harvey, Duane Harvey, Tammy Hellewell, Darcy Ripplinger

Mayor Johnson indicated that public input on the Stormwater Management Plan for Millville City would now be welcomed.

There were no public comments.

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

Consideration for Adoption of the Stormwater Management Program for Millville City

(A copy of the information is included with the minutes as Attachment "G".)

Mayor Johnson reviewed with the Council the resolution to adopt the 2016 Storm Water Management Program. **Councilmember Cummings moved to approve Resolution 2016 to Adopt the Millville City 2016 Storm Water Management Program.** Councilmember Callahan seconded. Councilmembers Callahan, Cummings, and Duffin voted yes with Councilmembers Williams and Zollinger excused

Proposal for Elementary School Safety

Councilmember Duffin reported on her findings regarding the crosswalks for schools and information obtained about how other community's handle this. She had been in contact with Darin Frstrup with UDOT about the reduced speed zone and received information regarding the Manual of Uniform Traffic Control Devices (MUTCD), which include the guidelines they work from. UDOT would not support Millville City unless these laws are followed, which may add liability to the City if some other design was used.

Councilmember Duffin had researched nine communities in our area and they all handle school crossings differently. She reviewed some of the scenarios that are currently being used in varying speed zones. There was discussion about our situation as Main Street is a

main thoroughfare with the elementary school bordering the street and the speed set at 30 mph. She has requested that the County (because this is a County road) and their engineers review having the lights changed to a different location; they are currently reviewing this proposal. The County would be willing to pay for the change if approved; however, it would be in their next year's fiscal budget, which would mean this would not happen until next spring. There has been a problem with one of the lights, and this light would be replaced.

Councilmember Duffin reported on scenarios being used regarding crossing guards. In Nibley City, their teachers are trained and serves as the crossing guards.

Lindsay Zollinger indicated there has been a grant by AmeriCorp to pay for the salary of these crossing guards.

Councilmember Duffin proposed waiting until she hears back from the County. She requested having this item on the agenda for the next meeting to be discussed.

Mayor Johnson brought up what would happen in the meantime. The parents are currently volunteering to help to get the children across the road.

Lindsay Zollinger indicated Don's Auto Body and Zollingers would be willing to donate funds to offset the cost of employing someone for this position. She reported the cost for flashing signs would be about \$5,000.

Councilmember Cummings suggested having the children walk down to the north to cross to the other side of the street with the current crossing guard. The parents did not feel the children would abide with this plan.

Councilmember Duffin was requested to check with Utah Local Government Trust who insures us for liability; as this is a county road, she will find out what coverage we would have. She will also ask about coverage for volunteers for the school.

Lindsay Zollinger also discussed the option of school patrols; however, the Principal was not in favor of this; as he had a concern for children being in charge of children. The City may have a STOP paddle sign that could be made available for the volunteers.

Darcy Ripplinger requested perhaps having a crosswalk identified on Center Street going from the north to south. Councilmember Duffin clarified that single lines painted straight across the road is for all pedestrian use; the lines painted with multiple lines is designated as a school cross walk. This request was deferred to Superintendent Larsen and Engineer Murray to see what would be allowable.

This item will be continued to the next meeting to be further addressed. (Information regarding this item is included with the minutes as Attachment "H".)

Consideration for a request for a Conditional Use Permit for an Assisted Living Facility located at approximately 285 East 450 North, Parcel 02-129-0014

Mayor Johnson reported Councilmembers Cummings and Callahan along with himself had met with our Attorneys Miles Jensen and Seth Tait to review our ordinance to make sure it was being interpreted correctly regarding conditional use permits. They felt it was; however, they also felt it should be cleaned up and clarified.

The Council reviewed the conditions that had been previously determined for the Assisted Living Center. There was concern about the lighting and felt a condition should be included to require dark sky lighting, as to not evade the neighbors' space. (The information on the conditional use application is included with the minutes as Attachment "I".)

Councilmember Callahan moved to approve the request for a Conditional Use Permit with all of the conditions the Council had previously approved and with an additional condition that the parking lot lighting be dark sky lighting.

Councilmember Duffin seconded. Councilmembers Callahan and Duffin voted yes and Councilmember Cummings voted no with Councilmembers Williams and Zollinger being absent. The motion failed.

Councilmember Callahan moved to readdress this item at the next meeting.

Councilmember Cummings seconded. Councilmembers Callahan, Cummings, and Duffin voted yes with Councilmembers Williams and Zollinger excused.

Review of 200 East Roadway Development

Superintendent Larsen reviewed with the Council drawings which had been prepared for the 200 East roadway. (A copy of the drawings are included with Attachment "J".)

Superintendent Larsen had spoken with Edge Construction and they would be willing to comply with the purchasing policy as long as the asphalt could be installed next year. It was determined that a new bid should be requested from their company.

The revised drawing would not require property from Janet Alder at this time with the roadway being constructed as shown. At the time the Alder property is developed, it would be a major subdivision requiring all of the conditions for that to be followed, as there would be dedication of property to the City. If the property were deeded to the City at this time, the subdividing of that property would be a minor subdivision. If Mrs. Alder was willing to proceed with the proposal at this time, it was suggested that the City may pay to have this small wedge surveyed and recorded.

Superintendent Larsen reported that Councilmember Zollinger had spoken with Mrs. Alder and she had several requests of the City for this portion of the property—power, gas, and all utilities to her property and also something to do with the fence and gates to

her property. The cost for Rocky Mountain Power was estimated at \$8,000 and Questar was estimated at \$4,000. This would be in exchange for 110 square feet of property. Superintendent Larsen's recommendation would be to follow the new design. Councilmember Zollinger would be asked to contact Mrs. Alder to discuss this proposal with her.

Superintendent Larsen also felt that having sidewalk installed for one block at \$9,600 would be a bargain in comparison with the costs being paid for other sidewalks in the community. There will be foot traffic in this area, and he felt this would be a good investment.

There was a discussion about the cemetery and a letter of intent to purchase this. It was suggested to have the property appraised, and this would go into the cost of the purchase of the property.

Superintendent Larsen explained that several of the survey markers had been located and T-posts placed by them to identify how this road would look. The new survey which would be required would be minimal, as it would just need a couple of changes in the drawing.

There was another concern about the rock pillars by the entrance to the cemetery. It was the feeling of the Council to have the cemetery district either relocate or remove these structures; the Council questioned whether there was historical significance to the cemetery. Councilmember Callahan will make contact with the cemetery district representatives.

There was discussion about the waterline along the 200 East road; this will not go in until spring. The service line to the new Kleven home was discussed, whether it would come off of Center Street or the 200 East road new water line. It was suggested that it would need to temporarily come off of Center Street, as they will be needing water in the next few months. The hookup would then be transferred to 200 East when that line is completed.

The current water line on Center Street from the west side of the canal to the intersection will be abandoned at the time the new line goes in. There is other infrastructure that will be encroached upon—some road cuts and boring will be completed. There was also discussion about the street light that was installed previously in that vicinity and questioned if it would be moved to the intersection at 200 East Center.

There are companies that would like to bid on the waterline project. The feeling of the Council was to proceed. Superintendent Larsen explained the budgeted amount for the water line had been \$42,000 with \$60,000 being allocated from Class "C" for the road. The Council identified the items to move forward with as: obtain a bid for the water line, new contract for the road submitted, property acquisition decision, surveying and

appraisal of property, rock structures moved, Rocky Mountain Power to relocate power in the area, and deed property to Kleven through a roadway dedication plat.

Engineer Murray brought up a concern about our purchasing policy that has been in effect for many years. He felt the level for requiring a formal bidding process on various projects is considerably low. He encouraged the Council to review this policy and increase the limits. He indicated that some cities have a policy that allows up to \$200,000 before a full bidding process is required. Currently our policy is set at \$50,000. Mayor Johnson requested that this be reviewed at the next Council Meeting.

City Reports

ROADS:

Superintendent Larsen reported that all of the signs near the new high school have been installed.

By next Monday, CenturyLink and Comcast should be completed with their work so the 450 North road project could proceed. Engineer Murray indicated there is a solid three weeks of work to complete this project.

There was discussion about the noise of some development projects, as work is commencing before 6 a.m. and concerns are being voiced. The workers had been approved to begin on the 450 North project at 6 a.m.; however, the workers in the CopperLeaf Subdivision began starting as early as 5:20 a.m. Superintendent Larsen was instructed to have construction workers not start until 7 a.m.

PARKS:

Superintendent Larsen reported the splash pad had been winterized. There was a concern about the mushroom water attraction that has white all over it; Superintendent Larsen explained this is part of the winterization process for it.

The lawn care for the North Park provided by Turf-It Landscaping will be completed this week for the year.

WATER:

The Garr Spring Irrigation Project is essentially installed and ready to go for next year. The cost to date on that project is \$52,236 and \$52,000 had been requested from the Capital Facility Replacement Fund.

The Source Protection Delineation on the Park Well is still needing to be updated. This will be completed over the winter months.

The Automatic Meter Read system currently has 450 meters installed with another 100 to 150 to be put in next spring or summer, depending on funding. There was discussion about the water meters and costs. The impact fee was discussed and what is covered in that fee. Engineer Murray stated the impact fees does not include the meter, barrel, line, lid, or tap. Most municipalities do have a connection fee to cover the cost of manpower, equipment, and materials to get the meter set. The meter cost is approximately \$380. These should possibly be considered as additional fees to be set.

Consideration for Modification to the Millville City Ordinance to Appoint an Individual to Serve as the City's Appeal Authority as Allowed in Utah State Law 10-9a-701

Mayor Johnson reported the City has had a Board of Adjustment. The law has changed and now it is called an Appeal Authority. Paul Larsen who currently serves as the Appeal Authority for Hyrum City charges \$125 an hour to have an appeal session. There are various options available: a five member board, a three member board, or a single person. There was discussion on how Millville would like this to be set up. It was the consensus of the Council to go with one person as an appeal authority. Mayor Johnson will make contact with Mr. Larsen to see if he would be willing to serve our community. The current City Ordinance would need to be revised to comply with this designated method of Appeal Authority.

Bob Bolton addressed the Council regarding a building lot in the CopperLeaf Subdivision that is not symmetrical; therefore, they are wanting to build a 2,300 foot rambler home, which would require a three-foot variance on one corner in order for their home to fit the lot. They felt they did fit the requirements as outlined in the code in requesting a variance.

There was also discussion about when building permits would be entertained for the CopperLeaf Subdivision. Superintendent Larsen reported neither Rocky Mountain Power nor Questar has been on site for infrastructure preparations. The developers had been promised that the asphalt should be installed beginning Monday. No building permits will be entertained until the subdivision infrastructure is nearing completion and authorization has been given for Development Coordinator Meadows to start the building phase.

Councilmember Reports

(The itemized listing of Councilmember Reports is included with the minutes as Attachment "K".)

Councilmember Duffin reported on the Safe Routes to School Grant for which we have applied. There is a total of about \$2,000,000 available to be granted. Most of the grants approved are between \$200,000 and \$300,000. The grant application submitted for

Millville was \$305,000 and was to be turned in on September 28, 2016; we should know by mid-November whether we are approved. (A copy of the Application is included with the minutes at Attachment "L".)

Councilmember Duffin was made aware of another grant application for TAP funding for Trails and Sidewalks. She indicated a good project to put in for this would be 100 North to 100 South on the west side of 100 West. Special consideration would be given with matching funding; the more funding that is pledged for participation, the greater number of points would be awarded toward obtaining funding for the project. Also, projects adjoining State routes are given preference. The date for this application submittal is December 1. There is a cost to prepare the application. We need to evaluate the criteria to see if we feel we would be in the running for being awarded the grant.

Mayor Johnson reported he had received a letter from Utah Local Governments Trust and the City will be allocated \$1,881.21 as a dividend.

Mayor Johnson also read a letter to the Council informing them that Rose Mary Jones will be retiring as the City Recorder effective January 14, 2017. (A copy of the letter is included with the minutes as Attachment "M".)

Other items for Future Agendas

Recorder Jones indicated she will not be in attendance at the next Council Meeting and Adria Davis will be taking the minutes for the meeting.

Development Coordinator Meadows reviewed with the Council information about the \$2,000 construction deposit as well as the \$500 deposit which needs to have clarification. This will be added for discussion at the next Council Meeting. Also clarification on the construction deposit for \$200 will be reviewed and perhaps revised to be on a graduating schedule depending on what building is being proposed.

There was also a checklist Development Coordinator Meadows has developed that will list the items that must be completed in order to have deposits returned and the time frame for doing so.

Engineer Murray indicated they had reviewed the infrastructure in the Mond-Aire Subdivision and found issues where a track-hoe had been unloaded on the asphalt that had damaged it; this will need to be replaced. He had attended an Engineering Conference this past week where the topic of deposits had come up. A cash deposit could be required to be used for broken curb and gutter or sidewalk that would cover these costs. He would be able to provide some input for these checklists being proposed. Development Coordinator Meadows will work with Engineer Murray and Superintendent Larsen to prepare recommendations to be addressed by the Council at a future meeting.

Adjournment

Councilmember Callahan moved to adjourn the meeting. Councilmember Cummings seconded. Councilmembers Callahan, Cummings, and Duffin voted yes with Councilmembers Williams and Zollinger excused. The meeting adjourned at 9:35 p.m.

DRAFT