

MINUTES OF THE TOWN COUNCIL  
MEETING  
OF THE TOWN OF CLARKSTON

May 5, 2020  
7:00 P.M.

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The Town Council Meeting was held via digital conferencing due to the Coronavirus (Covid -19) Pandemic. The established anchor location was Clarkston Town Hall, 50 South Main, Clarkston, UT

Attendance: Mayor N. Craig Hidalgo  
Councilmembers: Nichole Sparks, Mylind Fawcett,  
Dan Smith, Jessica Buttars

Kristi Hidalgo, Town Clerk

Public Attendance: Dennis Lyon - Utility Service Partners, Jeff Young – Alltech

1. CALL TO ORDER

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

Mayor Hidalgo addressed the minutes of the Clarkston Town Council Meeting held April 21, 2020. Councilmember N. Sparks motioned for the Clarkston Town Council to approve and adopt the minutes of April 21, 2020. Councilmember D. Smith seconded the motion. All in favor "Aye". Motion carried

2. BUSINESS

Dennis Lyon – National League of Cities and Towns Service Line Warranty Program –  
Mayor Hidalgo stated that he invited Dennis Lyons from Utility Service Partners to the meeting to answer questions the Council had regarding the NLC Service Line Warranty Program presented by Mr. Lyons at the April 7, 2020 Town Council Meeting.

The following questions were asked by the Council:

- Councilmember D. Smith – Councilmember D. Smith asked Mr. Lyon if there were a leak in a galvanized pipe line would the company just fix the leak or replace the entire water line. Mr. Lyon stated that all water line repairs or replacements are performed to code. If a galvanized pipe is leaking and the contractor recommends replacing the whole water line then that is what would happen. Mr. Lyon said that it would be less expensive for the company to replace the whole water line than it would be to keep coming back to fix leaks on the same line and the company always strives to cause as little inconvenience to the homeowner as possible. Councilmember D. Smith asked if the company would cover the cost to replace a water line. Mr. Lyon stated that the Exterior Water Program includes \$8,500 coverage per incident for repair/replacement of broken, cracked, and leaking pipes from the point of the utility connection (water meter) to the home exterior. Councilmember D. Smith wondered how the program addresses issues. Mr. Lyons clarified that there has to be a problem that initiates

the call, like a high water bill or a water leak. It can't just be someone wanting old water lines replaced. Councilmember D. Smith asked what the contractor response time would be. Mr. Lyon said that a contractor would contact the homeowner by phone within two hours of the initial call to Utility Service Partners and that contractors are typically on site within 24 hours to investigate and determine what needs to be done. Councilmember D. Smith wondered if all homeowners have to sign up for the program. Mr. Lyon stated that the program is completely voluntary. Homeowners voluntarily enroll in the program. There are no pre-inspections and they can opt in or out anytime.

- Mayor Hidalgo – Mayor Hidalgo stated that in the presentation Mr. Lyon said that all repairs would be done by local licensed contractors and wondered if contractors within Clarkston Town would be considered for the jobs. Mr. Lyon stated that when the Contract Recruitment Team contacts the town to set up contractors the town can provide a list of preferred contractors that the town would like them to contact and consider. Mr. Lyon recommended that these contractors be notified by the town prior to the company contacting them so they understand that this is a legitimate company and that the town has partnered with them to provide this service to the community. Mayor Hidalgo questioned that if a homeowner were to sign up for the program and later opt out but then they have a water issue and want to opt back in, could they? Mr. Lyons responded that after enrollment there is a 30 day waiting period. The reason for the waiting period is to alleviate people from signing up just because they have a significant issue. Usually a significant water issue can't be put off for 30 days. If people have an insignificant issue, such as a high water bill or small leak, they can wait the 30 days.
- Councilmember M. Fawcett – Councilmember Fawcett questioned if the contractors were required to pay dues or participation fees. Mr. Lyon stated that there were no network fees or any other fees required and specified that Utility Service Partners doesn't dictate what contractors can charge for their services, either. Councilmember M. Fawcett wondered if a homeowner wanted a specific contractor, could they request that one. Mr. Lyon stated that because of the time factor the company looks for availability when dispatching contractors. If one is not available or can't because they are already on a job then the next contractor is called. Councilmember M. Fawcett asked if the Exterior Water Line Program included repair/ replacement of water lines to outside faucets. Mr. Lyon replied that the Exterior Water Line Program does not cover water lines to outside faucets for watering of livestock or sprinkling system lines. The program covers repair/replacement of broken, cracked, and leaking pipes from the point of the utility connection (water meter) to the home exterior only.
- Councilmember N. Sparks - Councilmember N. Sparks asked what the grievance process was if a homeowner felt like the service provided was not up to standard. Mr. Lyon stated that the homeowner would contact Utility Services Partner directly and they would assign a case worker that would reach out to the

homeowner and the contractor to resolve the situation. Mr. Lyon professed that Utility Service Partners currently has a 99.6 % customer satisfaction rating and that they take pride in getting the job done right the first time.

The Council did not decide whether or not to adopt the NLC Service Line Warranty Program at this meeting.

Mayor Hidalgo asked the Council to be prepared to make a decision at the June 2, 2020 Town Council Meeting.

Jeff Young – Alltech Service Contract – Jeff Young, owner of Alltech, came before the Council to present and answer questions regarding a Service Base Package Proposal put together by Alltech for small cities and towns. The Service package would provide advanced security for the computer network system. Mr. Young stated that just within the last year he has seen a significant increase in security breaches and specified that small cities and towns are even more susceptible to security breaches because they generally don't have budgetary revenue for adequate network security. Mr. Young stated that his company had been monitoring our full network for months and reviewed the following concerns that were discovered and need to be addressed:

- User Login – Need to monitor and track all logins (Computers are set as admin rights. This needs to be changed to user only file option)
- Change default logins for equipment
- Wi-Fi – Secured but once clients have access – they have access to each other as well as share folders/printers/ switches, etc.
- Router and Firewall – Firmware updates are lacking and they are security vulnerable updates – UPNP (automatic port forwarding) is enabled and is a known path for hacking
- SCADA System – Outdated – specific firewall
- Databases – A hardware fail is a drop in the system – Use RAID devices with notifications for such databases – UPS on database servers – backups that are restorable

Mr. Young stated that the following is included in the package:

- Onsite and Remote Services – All onsite and remote services would be covered. This includes all needs during hours and after hours, nights and weekends. Includes all automated and manual service to all systems and devices. Real Time correction and monitoring, security training, technology planning/replacement program
- Network and IT infrastructure & Wi-Fi – Map and monitor all network real time including routers/switches, Wi-Fi needs to be fully monitored with separate VLAN and security, recommend 3 SSID, Library – any Wi-Fi connected devices, Guest – filtered and monitored guest Wi-Fi.

Mr. Young also recommended the following add on packages:

- Firewall
- Email Security
- Backup

Mr. Young stated that the cost estimate is based on population. The proposed cost estimate for all of the above services is \$500 per month or \$6,000 a year.

3. DEPARTMENTS

Mayor Hidalgo – Fire Department – Mayor Hidalgo reported that the Fire Department hadn't had any incidents to respond to but had been training and holding fire drills.

Councilmember N. Sparks – Pony Express Day – The Council discussed whether or not to cancel Pony Express days this year due to the Coronavirus Pandemic. The Council determined to cancel the 2020 Pony Express Days Celebration. The Council felt that there would be no way to enforce social distancing and other Covid -19 guidelines. Mayor Hidalgo stated that Clarkston Town has been very fortunate that there have not been any Covid 19 cases here in our community. Mayor Hidalgo said that there are people that come to our town to participate in Pony Express Days from all over the valley as well as from other states and he is not willing to risk the health and well-being of our citizens. The Council unanimously agreed and voted to cancel Pony Express Day this year.

Roll Call Vote:

|                          |                                         |                             |                                  |                                 |
|--------------------------|-----------------------------------------|-----------------------------|----------------------------------|---------------------------------|
| Mayor Hidalgo            | <input checked="" type="checkbox"/> Aye | <input type="checkbox"/> No | <input type="checkbox"/> Abstain | <input type="checkbox"/> Absent |
| Councilmember N. Sparks  | <input checked="" type="checkbox"/> Aye | <input type="checkbox"/> No | <input type="checkbox"/> Abstain | <input type="checkbox"/> Absent |
| Councilmember M. Fawcett | <input checked="" type="checkbox"/> Aye | <input type="checkbox"/> No | <input type="checkbox"/> Abstain | <input type="checkbox"/> Absent |
| Councilmember D. Smith   | <input checked="" type="checkbox"/> Aye | <input type="checkbox"/> No | <input type="checkbox"/> Abstain | <input type="checkbox"/> Absent |
| Councilmember J. Buttars | <input checked="" type="checkbox"/> Aye | <input type="checkbox"/> No | <input type="checkbox"/> Abstain | <input type="checkbox"/> Absent |

Mayor Hidalgo will draft a letter to send out with the May water statements explaining the Council's decision to cancel Pony Express Days.

The Council discussed and was in favor of having a town picnic or some kind of town event later in the summer or early fall depending on the directives in place.

Councilmember D. Smith recommended that the Council still do the Citizen of the Year Award for 2020. Mayor Hidalgo wondered how the Council could present the award and show the proper recognition that is deserving of someone that receives that award. Councilmember J. Buttars stated that it could be published in the town newsletter, website and Facebook page. Also, a solo parade through town could be organized and a sign made to place in their front yard. The Council liked Councilmember J. Buttars suggestions and may go ahead with awarding a 2020 Citizen of the Year Award.

April Warrant List – Councilmember N. Sparks presented the Warrant List for March 2020. Councilmember M. Fawcett motioned for the Clarkston Town Council to approve the Warrant List as read. Councilmember J. Buttars seconded the motion.

Youth Council – Service Project - Cleaning Headstones – Councilmember N. Sparks reported that the Clarkston Town Youth Council would like to clean headstones at the Cemetery before Memorial Day. A tentative date has been set for May 16, 2020. Social distancing would be enforced. Councilmember N. Sparks stated that she would contact Cemetery Sexton Randy Smith to coordinate the project. Mayor Hidalgo stated that he would be available to help as well.

Councilmember M. Fawcett – Water Department – Water Meter Replacement – Councilmember M. Fawcett reported that he had contacted Scott Archibald from Sunrise Engineering and asked him to send out a Request for Proposal Letter for the replacement of the entire Town's Culinary Water Meters. Proposal interviews would be held during the Town Council Meeting on Tuesday May 19, 2020. Mayor Hidalgo stated that it may take more than one night to hear all of the proposals and asked the Council to keep Wednesday May 20, 2020 open, in case it does.

Councilmember D. Smith – Parks Department – Due to the Coronavirus the town park has been closed since April 1, 2020. The Council discussed opening the park to public use again and determined to do so. Councilmember D. Smith will contact Park Supervisor Christina Atkinson and ask her to take down the signs.

Roads Department – Mayor Hidalgo asked Councilmember D. Smith to get with Roads Supervisor Dean Archibald and ask him to junk the roads building when the dumpsters are here for Town Clean-Up Day.

Councilmember J. Buttars – Town Clean-Up Day – The Council discussed and made the decision to cancel the Town Clean-Up Day for this year, as well. The town will still rent the large roll-away dumpsters for citizens to utilize.

Cemetery Department – Memorial Day Flags – Councilmember J. Buttars wondered where the flags were located and if there was a map showing which graves to place them on. Councilmember N. Sparks stated that the flags were in one of the town hall bays and that Cemetery Clerk Christina Atkinson has a map that shows where flags need to go and would give her a copy of it. Councilmember N. Sparks and Mayor Hidalgo stated that they would be glad to help put the flags on the graves. Flags are usually placed on the graves the Thursday before Memorial Day, which is May 21, 2020 this year.

Cemetery Expansion – Councilmember J. Buttars reported that she had found names of excavation companies that she can contact to secure bids on slag removal from the cemetery parking lot and wondered how much of the parking lot was going to be expanded into cemetery. Mayor Hidalgo asked her to get bids for 10-15 feet past the shed, going north/south and plan for a road as well.

4. RELEVANT BUSINESS

Next Meeting – The next Town Council Meeting will be held on Tuesday May 19, 2020 at 7:00 pm.

5. ADJOURN

There being no further business to come before the Council, Councilmember D. Smith motioned that the Clarkston Town Council Meeting adjourn. Councilmember M. Fawcett seconded the motion. All members present voted “Aye”. Motion carried. The meeting adjourned at 8:31pm.

Kristi Hidalgo  
Clarkston Town Clerk

