

NOTICE AND AGENDA

Notice is hereby given that the Millville City Council will hold their regularly scheduled Council Meeting on Thursday, September 10, 2020, at the Millville City Office, 510 East 300 South in Millville, Utah, which meeting shall begin promptly at 7:00 p.m. (Please note that all times listed are approximate.)

1. Call to Order / Roll Call – Mayor Hair
2. Opening Remarks / Pledge of Allegiance – Councilmember Wilker
3. Approval of agenda
4. Approval of minutes of the City Council Meeting – August 27, 2020
5. Agenda Items—
 - A. Swear in Millville City Youth Council – Recorder Twedt
 - B. Request for Business License for BZ Concepts LLC at 109 East 200 South – Bre Jacobsen
 - C. Request for Business License for Jacob's at 278 North 100 East – Melecio Hilera
 - D. Public Comment Period (2 min/person)
 - E. Request for Appeal of Impact Fees – Gary Gettman
 - F. Report on P&Z Meeting held September 3, 2020 – Dev. Coordinator Wall
 - G. Elementary School Crossings and Signs – Recorder Twedt
 - H. Consideration of Resolution accepting Emergency Medical Services Agreement – Mayor Hair
 - I. Sewer Depths – Councilmember Zollinger
 - J. City Reports: Roads, Parks, Water – Public Works Director Kendrick
 - K. Councilmember Reports and Other Items for Future Agendas
6. Adjournment.

In compliance with the American with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during public meetings should notify Corey Twedt at (435) 881-2669 at least three days prior to the meeting.

This agenda was posted on September 7, 2020 to the City posting locations, the City Website and the Utah Public Meeting Notices Website.



Corey Twedt, Recorder

MILLVILLE CITY COUNCIL MEETING
City Hall – 510 East 300 South – Millville, Utah
August 27, 2020

PRESENT: David Hair, Daniel Grange, Clay Wilker, Michael Callahan, Pamela June, Ryan Zollinger, Tara Hobbs, Chad Kendrick, Corey Twedt, Steve Hancey, Jessica Summers, Adria Davis, David Olsen, Eric Johnson, Chris Funk, Bayler Gunnell, Mike Zollinger, Gary Stauffer, Spencer Munyan, Richard Zollinger

Call to Order/Roll Call

Mayor David Hair called the City Council Meeting to order for August 27, 2020 at 7:00 p.m. The roll call indicated Mayor Hair and Councilmembers Pamela June, Michael Callahan, Ryan Zollinger, Clay Wilker and Daniel Grange were in attendance. Also, Treasurer Tara Hobbs and Recorder Corey Twedt were present.

Opening Remarks/Pledge of Allegiance

Mayor Hair welcomed everyone to the Council Meeting and led all present in the pledge of allegiance. He then offered a prayer.

Approval of Agenda

The agenda for the City Council Meeting of August 27, 2020 was reviewed.

Councilmember Callahan moved to approve the agenda for August 27, 2020.

Councilmember June seconded. Councilmembers Callahan, June, Grange, Wilker and Zollinger voted yes. (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 August 13, 2020.

Councilmember Callahan moved to approve the minutes for August 13, 2020.

Councilmember Zollinger seconded. Councilmembers Callahan, June, Grange, Wilker and Zollinger voted yes.

Public Comment Period

Mayor Hair opened the floor for any public comments. No one signed up for the public comment portion of the meeting.

Request for Dog Breeding Services at 150 South 600 East

Jessica Summers has submitted a request for a business license for dog breeding services. She was present at the City Council Meeting and explained that with her business she

planned to have no more than ten adult dogs at any one time. Councilmember Callahan said that he didn't think the code allowed for dog breeding services. A search was done of the City Code and no reference to breeding dogs was found. Treasurer Hobbs said that the code allowed for six dogs at a home at one time and that a kennel license is required if there are more than four adult dogs.

Councilmember Zollinger moved to approve the conditional use permit business license for Jessica Summers with a limit of ten adult dogs at any time and the requirement that she get a kennel permit in addition to the business license.

Councilmember Grange seconded. Councilmembers Callahan, June, Grange, Wilker and Zollinger voted yes. (A copy of the license application is included with the minutes as Attachment "B".)

Chris Funk Minor Subdivision

Development Coordinator Wall reviewed with the Council the Chris Funk Minor Subdivision. He explained that all code requirements had been met and approved by the engineers. As was discussed in Planning and Zoning, arrangements have been made between Mr. Funk and the developer of the Verla N. Olsen Subdivision for Chris to install the required five-foot sidewalks before building permits will be issued on the new parcels. Planning and Zoning Secretary Adria Davis also pointed out that frontage on one of the lots was required to face to the west. Mr. Funk said that he was clear on all of these requirements.

Councilmember Grange motioned to approve the Funk Minor Subdivision.

Councilmember Callahan seconded. Councilmembers Callahan, June, Grange, Wilker and Zollinger voted yes. (A copy of the approved resolution is included with the minutes as Attachment "C".)

PUBLIC HEARING

Councilmember Grange motioned to begin the public hearing. Councilmember Callahan seconded. Councilmembers Callahan, June, Grange, Wilker and Zollinger voted yes.

PUBLIC HEARING: 7:15 p.m. **Commenced at 7:15 p.m.**

PRESENT: David Hair, Daniel Grange, Clay Wilker, Michael Callahan, Pamela June, Ryan Zollinger, Tara Hobbs, Chad Kendrick, Corey Twedt, Adria Davis, David Olsen, Eric Johnson, Chris Funk, Bayler Gunnell, Mike Zollinger, Gary Stauffer, Spencer Munyan, Richard Zollinger

Mayor Hair explained that the purpose of the hearing was to receive public input on the following:

- Mike Zollinger Annexation.
- The issuance of Millville City Water Revenue Bonds and Bond Anticipation Notes, in one or more series, each in the aggregate principal amount not to exceed \$1,286,000 for water system improvements and related matters.
- The issuance of Millville City Sewer Revenue Bonds and Bond Anticipation Notes, in one or more series, each in the aggregate principal amount not to exceed \$10,000,000 for sewer system improvements and related matters.

Public Comment:

Annexation

Dave Olsen explained that he was a landowner of seven acres that were part of this annexation request. He said that between Millville City and Providence City there is a chunk of property that remains unincorporated County. This annexation request is from seven landowners that want the growth of their property to be controlled by Millville and not Providence. Mr. Olsen explained that in the proposed annexation were two homes owned by himself and Rob and Trina Thomas. He said that he was not requesting and services from Millville since they currently have wells, but that they will be willing to join the sewer when it is developed in that part of the City. He said that he feels that the 27 acres proposed in this annexation would be a good addition to Millville. He said that his only request was that the Millville sign be moved further north on Main Street if this annexation goes through.

Gary Stauffer said that he owns the field north of Gary Gettman. His property was part of a proposed annexation into Providence that nearly went through. He said that he would much prefer moving the property into Millville City. Mr. Stauffer said that he would like to work on doing a border line adjustment at some point to move the rest of his property in that area as well as his home into Millville if possible. He said that he prefers the zoning in Millville and doesn't want the high density that Providence City was considering in that location.

Recorder Twedt explained that the protest period for the annexation had ended on August 10th and no protests had been received. If the City Council approves the annexation following the hearing, the resolution and other information would be sent to the Utah Lieutenant Governor's office for review. If accepted by the State, the annexation into Millville would be complete and the property would be zoned as Agricultural per City Code. After that, the landowners could work on a zoning change if they chose to do so.

Bonding

Eric Johnson from the law firm of Blaisdell, Church & Johnson introduced himself and explained that he is the bonding attorney for the City for the water and sewer projects that are underway. Eric explained that a year ago, the City had held a public hearing and discussed the municipal bonds for these projects. The funding sources had not been determined at that time. The funding for the well project and for the majority of the sewer project are now coming from Rural Development. For the well project \$1.286 million at

1.87% interest over 40 years had been obtained by the City. The bond anticipation notes are required by RDA for the construction financing. The construction financing will last two years. The plan is for the City to sign all of the documents tonight and close on the well project construction funding with Zions Bank in the morning. He explained that tonight they would be reviewing the sewer bond as well although they would not be closing on the sewer loan tonight. Mr. Johnson explained that these were the lowest interest rates that he had seen.

Councilmember Wilker asked about the length of the interim financing for the construction loan being two years. Recorder Twedt explained that this was project dependent and would likely be longer for the sewer loan.

Mayor Hair asked if there were questions on the sewer bonding. Recorder Twedt explained that the final loan would be less than the \$10 million listed in the public notices. The funding from RDA had not yet been obligated when the City needed to post about the public hearing. The funding had since been obligated in the past week and the City would need closer to \$5 million after the 50% plus in grant funding that had been received for the project.

Eric Johnson explained that the resolution that was to be considered tonight would establish a pricing committee to deal with the sewer loan documents later when the time came.

Councilmember Grange motioned to close the public hearing. Councilmember Callahan seconded. Councilmembers Callahan, June, Grange, Wilker and Zollinger voted yes.

Consideration of an Ordinance for Adoption of the Mike Zollinger Annexation and Zoning Map Changes

Recorder Twedt introduced the ordinance that would accept the Mike Zollinger Annexation and modify the City Zoning Map.

Councilmember Callahan moved to approve Ordinance 2020-6, Accepting the Mike Zollinger Annexation and modifying the City Zoning Map. Councilmember Wilker seconded. Councilmember Zollinger declared a conflict of interest on this item as he has family that is involved with the annexation. Mayor Hair noted the conflict and said that Councilmember Zollinger could still vote. Councilmember Grange confirmed that the plan was to connect the existing homes and any new development in this area to the City sewer system. Additionally, it was discussed that the existing homes with wells would not be required to connect to City water. Councilmembers Callahan, June, Grange, Wilker and Zollinger voted yes. (The approved ordinance is included with the minutes as Attachment "D".)

Consideration of a Resolution Authorizing the Maximum Amount of \$1,286,000 Water Revenue Bond Anticipation Notes, Series 2020, and \$1,286,000 Water Revenue Bonds, Series 2022 pursuant to a note resolution and a bond resolution to be approved by the Mayor, City Recorder and Councilmember Grange as the Pricing Committee, for water system improvements and related improvements; and related matters

Recorder Twedt explained that this was the resolution that would create the pricing committee that would approve and sign all for the paperwork for the loans for the well and sewer projects.

Councilmember Callahan moved to approve Resolution 2020-22. Councilmember Wilker seconded. Councilmembers Callahan, June, Grange, Wilker and Zollinger voted yes. (The approved resolution is included with the minutes as Attachment “E”.)

Review of Sewer and Well Project Funding

Mayor Hair reviewed with the Council the final funding from USDA on the sewer project. He said that he felt the City had done quite well with over 50% of the cost of the project being covered in grants. Councilmember Callahan said that he agreed that the numbers looked really good to him and thanked Mayor Hair and the staff for all of their hard work on getting the funding.

Mayor Hair provided a brief update on the well project. The Division of Water Rights was requiring the City to do some test pumping to ensure that there were no adverse effects on Garr Springs. The well driller was helping with this and had dropped a pump down 280 feet with a water level of approximately 230 feet for the test pumping. This would work for a minute or so and then draw the water down below the 280-foot depth of the pump so that they could not get steady flow. The new plan is to bring the drill truck back to the well site and pump water into a weir to measure the amount being pumped and then continue to monitor Garr Spring.

Report on P & Z Meeting held August 20, 2020

Development Coordinator Randy Wall reviewed with the Council the Planning Commission’s draft minutes for the meeting held August 20, 2020. He said that the Planning Commission would like to understand how interested the Council is in pursuing regulations around vacation rentals within the City. He said that the Planning Commission felt there was a need to work on this, but wanted to make sure that the City Council was interested in it before continuing. Development Coordinator Wall said that the Planning Commission also felt there was a need to clean up the City Code as it relates to “Mother-in-Law apartments”.

Mayor Hair said that he is very interested in rules being put in place for vacation rentals before it becomes an issue for the City. It was discussed briefly that vacation rentals could not be restricted, but they could be managed and regulated. Mayor Hair said that he felt that they should be treated like any other business in the City.

Councilmember Zollinger asked if this was currently a problem or just something for which the Mayor had issues. Mayor Hair said that there are vacation rentals in Millville right now that do not have a business license. To his knowledge, there were not major issues right now, but that he thinks code should be established to prevent issues in the future.

Councilmember Grange said that he didn't see a need to try and fix something that wasn't broken. Councilmember Wilker said that he felt a business license should be required. Councilmember Zollinger said that he has used a lot of vacation rentals and that if there are problems in the future, they can be addressed, but that he does not want to restrict this type of rentals in Millville.

Celco Discussion

Development Coordinator Wall explained that his proposal was for Millville to allow Jeremy Jensen to do a border-line adjustment into Providence for the subdivision he wants to develop right now as long as the old agreement is nullified so that all future development on the Celco property occurs within Millville City. It was briefly discussed that the terrain for much of that property would need to be handled very carefully to not cause issues for the parts of Millville that were downhill. Mayor Hair said that he would like the rest of the land to be developed within Millville so that this could be handled and reviewed by Millville instead of Providence.

Councilmember Grange proposed that the current subdivision being discussed have no dead-end roads that would eventually connect into Millville. He said he would prefer that no future connections from the current subdivision connect to the south to the property that would eventually be developed in Millville.

Recorder Twedt suggested that if an agreement were made for all of this to happen, that Jeremy Jensen should be responsible for all attorney fees and that the City should not spend any more money with attorneys regarding the Celco property.

The consensus of the Council was for Development Coordinator Wall to begin having these discussions with Jeremy Jensen.

Review of Low-Income Sewer Lateral Funding Plan

Recorder Twedt reviewed a draft of the low-income sewer lateral funding program. He asked the Council if they had any concerns or thoughts on the program. Recorder Twedt said that he felt it was important to make sure that there was a clear way to determine who would receive the funding so that there was not a need for someone to make a decision that could lead to the appearance of favoritism.

Councilmember Grange said that he wasn't sure that using a basis of last year tax returns was the best way to determine who was most in need of the grant funding. He said that there could be wealthy people that just didn't make any money last year. Recorder Twedt

said that he didn't have any other ideas of ways to look at this to weed out that type of problem.

Councilmember Zollinger said that the City should do a lottery instead of basing the funding on those determined to need it the most. He also suggested that instead of providing 100% funding for those with the lowest income, a smaller portion of the funding could be allotted to make the money go further.

Councilmember Wilker discussed the possibility of having a hardship clause to handle special circumstances like if someone had income last year, but not this year or had run into medical or other issues this year. Recorder Twedt said that if this was done, there would need to be a panel to review the applicants and they would have to determine why the person that had undergone hardship deserved the funding more than the person that had a lower income level on their tax return.

Recorder Twedt said that one thing to keep in mind was that this was the first time that a grant like this had been given out by the Division of Water Quality. That is why the City was needing to create a new program for how to distribute the funds. A lot of low-income people in other cities did not have the opportunity to receive this type of funding. The City will just have to do the best we can to make this policy go as far and help as many people as possible. He said that he welcomed feedback on changes to make it better.

Councilmember Zollinger suggested there could be an option to not cover the cost fully and make the money go further for more people. Councilmember Grange said that a tiered system where the percentage of grant money received decreased with the income level. Recorder Twedt said that he felt that it was better to help those most in need since some of those that would qualify for applying would have upwards of \$70,000 in income. He asked that the Councilmembers that wanted this to look different provide notes on the changes they would like.

Director Kendrick pointed out that the money may go a long way and cover a high majority of those that qualified for the program.

Mayor Hair asked the Council to provide feedback so that edits could be made to the program and that it could be sent back to the State for approval. Recorder Twedt asked for feedback within the next week. (The information from the staff report is included with the minutes as Attachment "F".)

Councilmember Reports and Items for Future Agendas

(A copy of the Councilmember Assignments List is included with the minutes as Attachment "G".)

Councilmember Grange said that Mike Anderson has a retention pond in his backyard and would like to review the possibility of piping it and burying it. Director Kendrick said that the concern he has is the maintenance that would be needed and that it wouldn't be the

responsibility of the City to maintain it. Councilmember Grange said that Mr. Anderson had said that he could get it designed by an engineer for the City to review if they were open to the possibility. Councilmember Zollinger said he was okay with it. Director Kendrick said it would be okay to take a look at it.

Councilmember Wilker had an obligation and had to leave the meeting at this time.

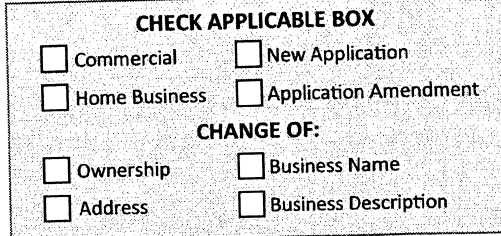
Mayor Hair reported that he received a call from Luann Pehrson who expressed concern about the horses on 100 North near the sidewalk where the kids are walking to school. Additionally, she expressed concern about the rocks that were in the City right-of-way across the street from Silicon Plastics.

Councilmember Zollinger said he didn't understand why the horses were staked out on the City right-of-way on 100 North. Director Kendrick said they have been there for many years. Development Coordinator Wall said that this property had now changed hands with the Chris Funk Subdivision so the issue would likely be dealt with over time with development of that area. Councilmember Zollinger said that he has seen manure on the sidewalk and he understands that some of the kids walking through there may be concerned about walking so close to the horses. Mayor Hair said that he would talk to the owner of the horses about the possibility of keeping them on 100 West and away from the sidewalk or using a shorter rope so that they aren't crossing the sidewalk.

Councilmember Zollinger asked about the discussion of the sewer line depths. Recorder Twedt said that Franson Engineering provided a write-up report on sewer line depths that had been emailed to the councilmembers and that this would be reviewed in detail at the next meeting.

Adjournment

Councilmember Callahan moved to adjourn the meeting. Councilmember June seconded. Councilmembers Callahan, June, Grange and Zollinger voted yes with Councilmember Wilker excused. The meeting adjourned at 8:23 p.m.



Date Received _____

Beginning I will be consulting business owners about Amazon e-commerce sales. I will provide various services for a old boss to gain enough revenue to purchase equipment for the long term plan of building, designing and selling furniture and granite care services locally and online.

SECTION IV: Additional Information

E. Utah State Tax Commission — Sales Tax Number: 20507809 (temporary #) ☐ Not applicable

F. State & federal regulatory agency licensing info: _____ ☐ Not applicable
(Not referring to an EIN or entity number)

G. Did you use "One-Stop Online Business Registration" to Register your business with state and federal agencies?
☒ Completely ☐ Partially ☐ Not at all ☐ I do not know — someone else did it

H. Previous Business Name: _____ ☐ Not applicable

I. Previous Business Location: _____ ☐ Not applicable

SECTION V: Ownership (Parent business entity and business officer information)

Parent Entity BZ Concepts LLC ☒ same as "A. Business Name DBA"

Parent Business Name: _____

State Entity Type: ☐ Sole Proprietorship ☐ Partnership ☒ LLC ☐ Corporation ☐ Non-Profit Corporation (w/501 c3 letter)

Officers (1)

Officer Name: Bre Jacobsen Contact Ph: 435-890-8231 ☐ Owner ☒ Local Manager ☒ Member ☐ Manager ☐ Local Manager ☐ President ☐ Director ☐ Officer ☐ Local Manager

Home Address: 109 E 200 S #639 Millville, UT 84326
Street (include unit #) / PO Box Address City, State, ZIP

☒ This person can be contacted in the event of an after-hours police or fire emergency.

Officers (2)

Officer Name: _____ Contact Ph: _____ ☐ Owner ☐ Local Manager ☐ Member ☐ Manager ☐ Local Manager ☐ President ☐ Director ☐ Officer ☐ Local Manager

Home Address: _____
Street (include unit #) / PO Box Address City, State, ZIP

☐ This person can be contacted in the event of an after-hours police or fire emergency.

SECTION VI: Notification and Verification of Authority

- 1) **Mandatory review process** — this application does not constitute a business license. All applications are subject to the review process mandated by Title 5 of the Municipal Code. Incomplete applications will not be processed. Decisions on applications will take 15 days (minimum), and are made based on:
- (i) the information provided on the application, and
 - (ii) review of the Mayor and City Council
- 2) **Additional Requirements** — Under the Municipal Code, additional Business License application requirements are necessitated for some business types.
- 3) **Denial of License** — Application denial or subsequent license suspension or revocation are most often the result of:
- (i) an inaccurate or incomplete application, or failure to update information with the City and/or
 - (ii) non-compliance with the Municipal Code, Land Use Code, and/or applicable building, fire, and environmental codes.
- 4) **Other regulatory bodies** — It is the applicant's responsibility to determine and comply with any requirements from other regulatory agencies.
- 5) **Signage** — Permanent signage requires a separate Sign Permit Application, which is located on the city web site, Millvillecity.org.
- 6) **Building alterations** — All alterations to buildings or spaces, including electrical, plumbing, and mechanical alterations, require a separate building application.

I/We hereby agree to conduct said business strictly in accordance with the business license regulations as set forth in the Millville City Code, and swear under penalty of law the information contained herein is true.

Signature of Owner/Authorized Agent: Bre Jacobsen Printed Name: Breanne Jacobsen Date: 8/23/2020

SECTION VII: For administration use only

Classification: ☐ Conforming ☐ Non-Conforming ☐ Child Care ☐ Home Business ☐ Low Impact ☐ Medium Impact

Conditional Use: (If box is checked see conditions)

☐ Agree ☐ Do not agree Signature: _____ Date: _____

☐ Yes ☐ No City Council grants permission Signature: _____ Date: _____

FEES ☐ \$25.00

☐ EXEMPT

PAYMENT TYPE

☐ RECEIPT

HOME-BASED BUSINESS FEE EXEMPTION CERTIFICATION

Business Name BZ concepts LLC

Owner Name Bre Jacobsen

Business Address 109 E 200 S

I hereby attest that the business operations I run from my home do not create any additional offsite impacts in my neighborhood. I see no clients or customers and require no off or on street parking, no large equipment is stored at my home and my business operations will not impact the neighbors through loud noise, odors, traffic or other unusual activity. Other reasons as to why I believe that my business qualifies for a fee exemption from the Millville City business license requirements (Millville Code 5.04.140) are as follows:

I will be using an in home computer or
conducting work offsite. Any changes to company
structure would not bring any changes to
conditions in the neighborhood.

For all of the foregoing reasons, I hereby request that my home-based business be granted exempt status from the business license fee.


Signature

8/23/2020
Date



Millville City

PO Box 308
510 East 300 South
Millville, Utah 84326
(435) 750-0924 corey@millvillecity.org
www.millvillecity.org

CHECK APPLICABLE BOX

- | | |
|--|--|
| ☐ Commercial | ☐ New Application |
| ☐ Home Business | ☐ Application Amendment |

CHANGE OF:

- | | |
|------------------------------------|---|
| ☐ Ownership | ☐ Business Name |
| ☐ Address | ☐ Business Description |

Business License Application

For businesses with a permanent physical location within the Millville City limits.
This is not the application for special events, temporary businesses or solicitors.

License No. _____

Date Received _____

SECTION I: Business Information

Application Contact: Matteo Nifera Contact Ph: 385-389-0328
A. Business Name "DBA": Jacobs
B. Business Location: 278 N. 100 E. Millville, UT 84326
Street Address (include unit #)
C. Mailing Address: P.O. Box 501 ☐ Same as "B. Business Location"
ATTN: _____ Street (include unit#)/PO Box address City, State, Zip
D. Local Business Ph: scad. Fax: _____ www: _____

SECTION II: Business Description — General (complete the commercial or the Home Business AND the far right column)

COMMERCIAL

Building/plaza: _____

Is this a secondary use within an existing business location?

☐ Yes, in _____ ☒ No

Hours of Operation: 7-10

Type of Operation: (mark all that apply)

- ☐ Sales/Service: Customers typically come on site
☐ Sales/Service: Customers rarely come on-site
☒ Service no sales
☐ Fresh food service and/or preparation
☐ Manufacturing
☐ Medical/dental
☐ Daycare
☐ Instruction
☐ Preschool
☐ Other: _____

Previous use of location:

HOME BUSINESS

Please Note:

A home business does not change the aesthetic character of the area and zone.

On-site employees? ☐ Yes ☒ No

If yes,

Up to how many? _____ Working hours? _____

Where will they park? _____

On-site customers? ☐ Yes ☐ No

If yes,

Up to how many per day? _____

Up to how many per week? _____

Where will they park? _____

On-site business will be performed from a:

(mark all that apply)

- ☐ Home office ☐ Garage/storage room
☐ Desk and chair ☐ Carport/driveway
☐ Shed/out building ☐ Vehicle
☐ Other: _____

Do you intend to set-up off-site?

(i.e. in parking lot, at festivals, within stores)

☐ Yes ☐ No

Proposed start date: _____

This Business Includes:

- | Yes | No |
|--------------------------|---|
| ☐ | ☒ Signage |
| ☐ | ☒ Alcohol sales and/or services |
| ☐ | ☒ Live entertainment on-site |
| ☐ | ☒ Door-to-door solicitation |
| ☐ | ☒ Fireworks sales on-site |
| ☐ | ☒ Vending machines on-site |
| ☐ | ☒ On-site secondary business |
| ☐ | ☒ On-site events (ie. community party parking lot/sidewalk sales) |
| ☐ | ☒ Investment advice and/or service |
| ☐ | ☒ Pesticides use and storage |
| ☐ | ☒ Hazardous materials use and storage |
| ☐ | ☒ Vehicle sales |
| ☐ | ☒ Firearms or explosives sales |
| ☐ | ☒ Care of children or preschool |
| ☐ | ☒ Any construction jobs over \$1,000 |
| ☐ | ☒ Piercing, tattooing, perm, make-up |
| ☐ | ☒ Used merchandise transactions |
| ☐ | ☒ Changes to existing garbage service |
| ☐ | ☒ Vehicles, trailers, mowers, etc. (stores on site) |
| ☐ | ☒ Electrical, plumbing, structural, or mechanical changes to site |

SECTION III: Business Description — Specific

☐ (attach additional pages if necessary)

Residential work RBW Handyman

SECTION IV: Additional Information

- E. Utah State Tax Commission — Sales Tax Number:** _____ ☐ Not applicable
- F. State & federal regulatory agency licensing info:** _____ ☐ Not applicable
(Not referring to an EIN or entity number)
- G. Did you use "One-Stop Online Business Registration" to Register your business with state and federal agencies?**
☐ Completely ☐ Partially ☐ Not at all ☐ I do not know — someone else did it
- H. Previous Business Name:** _____ ☐ Not applicable
- I. Previous Business Location:** _____ ☐ Not applicable

SECTION V: Ownership (Parent business entity and business officer information)**Parent Entity**Parent Business Name: _____ ☐ same as "A. Business Name DBA"State Entity Type: ☐ Sole Proprietorship ☐ Partnership ☐ LLC ☐ Corporation ☐ Non-Profit Corporation (w/501 c3 letter)**Officers (1)**

Officer Name: _____ Contact Ph. _____

Home Address: _____
Street (include unit #) / PO Box Address City, State, ZIP☐ This person can be contacted in the event of an after-hours police or fire emergency.**Sole Prop./Partnership**☐ Owner
☐ Local Manager**LLC**☐ Member
☐ Manager
☐ Local Manager**Corporation**☐ President
☐ Director
☐ Officer
☐ Local Manager**Officers (2)**

Officer Name: _____ Contact Ph. _____

Home Address: _____
Street (include unit #) / PO Box Address City, State, ZIP☐ This person can be contacted in the event of an after-hours police or fire emergency.**Sole Prop./Partnership**☐ Owner
☐ Local Manager**LLC**☐ Member
☐ Manager
☐ Local Manager**Corporation**☐ President
☐ Director
☐ Officer
☐ Local Manager**SECTION VI: Notification and Verification of Authority**

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- 4) Other regulatory bodies** — It is the applicant's responsibility to determine and comply with any requirements from other regulatory agencies.
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- 6) Building alterations** — All alterations to buildings or spaces, including electrical, plumbing, and mechanical alterations, require a separate building application.

I/We hereby agree to conduct said business strictly in accordance with the business license regulations as set forth in the Millville City Code, and swear under penalty of law the information contained herein is true.

Signature of Owner/Authorized Agent

Printed Name

Date

SECTION VII: For administration use only**Classification:** ☐ Conforming ☐ Non-Conforming ☐ Child Care ☐ Home Business ☐ Low Impact ☐ Medium Impact**Conditional Use:** (If box is checked see conditions)☐ Agree ☐ Do not agree Signature: _____ Date: _____☐ Yes ☐ No City Council grants permission Signature: _____ Date: _____FEES ☒ \$25.00☐ EXEMPT

PAYMENT TYPE

☐ RECEIPT

HOME-BASED BUSINESS FEE EXEMPTION CERTIFICATION

Business Name Jacobs

Owner Name Melecio Hilera

Business Address 278 N. 100 E.

I hereby attest that the business operations I run from my home do not create any additional offsite impacts in my neighborhood. I see no clients or customers and require no off or on street parking, no large equipment is stored at my home and my business operations will not impact the neighbors through loud noise, odors, traffic or other unusual activity. Other reasons as to why I believe that my business qualifies for a fee exemption from the Millville City business license requirements (Millville Code 5.04.140) are as follows:

For all of the foregoing reasons, I hereby request that my home-based business be granted exempt status from the business license fee.



Signature

08-24-2020

Date

NOTICE OF APPEAL

August 26, 2020

Millville City Council
510 East 300 South
Millville, UT 84326

SUBJECT: Title 3, Chapter 3.28 - Municipal Impact Fees

Dear Councilmembers:

We have been living at 740 North Main in Millville since being annexed into the City in 1978. In 2012 with City approval, we divided our property into two parcels, 0016 and 0029. This year we began construction of a new home on parcel 0029 at 35 East 700 North. Last March 19 our contractor paid the following impact fees and billed us. This date falls within the 180-day grace period for this appeal:

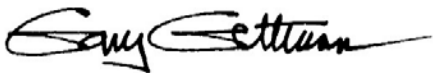
Water Impact Fee:	\$3,050.00
Park Impact Fee:	\$5,330.00
Road Impact Fee:	\$1,760.00

After we move into our new home on parcel 0029, our intent is to have the old house and garage removed from parcel 0016 as soon as possible and the land restored to a vacant lot. We have no plan to sell the parcel for the foreseeable future. All utility services will be disconnected, and the existing septic system will be pumped and abandoned according to health department regulations. A new sewer lateral will be stubbed from Main Street to the vacant parcel according to the City's plan.

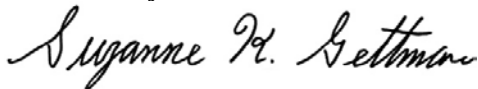
Both the new and old homes have the same number of bedrooms and baths. Thus, removal of the old home and garage will result in the new home having ***no additional impact*** on the City's water, park, and road infrastructure. We are not disputing the \$4,500 Sewer Fee which has been paid.

Therefore, we request that the Council approve the refunding of the above three impact fees when the home and garage are removed from parcel 0016. Any future construction on parcel 0016 will require payment of impact fees in effect at that time.

Thank you for your consideration.



Gary Gettman



Suzanne K. Gettman

Current Physical Address:	740 North Main, Millville, Utah
New Physical Address:	35 East 700 North, Millville, Utah
Mailing Address:	800 S. 200 W., Providence, UT 84332

MILLVILLE PLANNING COMMISSION MEETING

City Hall - 510 East 300 South - Millville, Utah

Sept 3, 2020

1. Roll Call:

Commissioners Lynette Dickey, Bonnie Farmer, Larry Lewis, Matt Anderson (Alt.) and Darcy Ripplinger (Alt.).

Others Present:

Treasurer Tara Hobbs, Development Coordinator Randy Wall, Mayor David Hair, Joel Hoellein, Dean Lewis, Wayne Rudd, and Kurt Christoffersen. Secretary Adria Davis recorded the minutes.

2. Opening Remarks/Pledge of Allegiance

Commissioner Dickey opened the meeting at 8:00 p.m. She led all present in the Pledge of Allegiance.

Chairman Garrett Greenhalgh and Commissioner Rachel Thompson arrived at the meeting at this time.

3. Review and Approval of agenda

The agenda for the Planning Commission meeting of Sept 3, 2020 was reviewed. A motion was made by Commissioner Farmer to approve the agenda as presented. Commissioner Ripplinger (Alt.) seconded. All voted in Favor.

4. Review and Approval of the Minutes from Aug 20, 2020

The Planning Commission meeting minutes were reviewed. A motion was made by Commissioner Thompson to approve the minutes as outlined. Commissioner Anderson (Alt.) seconded. All voted in Favor.

5.A. Zoning Clearance – Kurt Christoffersen, accessory building at 192 N 100 E, Millville

This is a 20' by 30' storage shed approx. 13' high and located about 70' behind the existing residence. It will not have water or electrical connections.

Commissioner Thompson moved to approve the clearance. Commissioner Lewis seconded. All voted in favor.

5.B. Zoning Clearance – River Bottom Con, accessory building at 134 S 100 W, Millville.

This structure will be a shop used for storage and parking trailers. It will be 21' high and will include a bathroom which is planned to tie into the current septic. There has already been a dry line installed out to the street for the upcoming sewer. The plumbing for this structure will tie into that line with only one sewer connection for this parcel.

Commissioner Thompson made a motion to approve the clearance. Commissioner Farmer seconded. All voted in Favor.

5.C. Zoning Clearance – Joel Hoellein, remodel of residence at 7 E Center, Millville

This home was sold to Joel 'as is' in a bank foreclosure sale. It had been destroyed by past residents and tested positive for Meth. The whole house has had to be gutted and rebuilt, which also includes some remodeling involving electrical and plumbing. The outside footprint has not changed. Joel intends to live in the home when it is completed.

Commissioner Thompson made a motion to approve the clearance. Commissioner Dickey seconded. All voted in Favor.

5.D. Airbnb Ordinance Review – Dev. Coordinator Wall

Mayor Hair expressed some concerns about the impact that airbnbs could have on the roads, sewer, and water. Currently those who are renting out apartments within the city are paying an ERU (Equal Residential Unit) fee which helps with some of the impact costs to the city. However, not everyone is paying it.

The commissioners held a very lengthy discussion about who might be renting, how the city would be impacted, and ways to regulate this type of business activity.

The main consensus was that if you are getting any kind of income then you should have a business license.

Other items that were discussed to include in a new ordinance were:

- Requiring a business license
- Short term rentals (Airbnbs) and long term rentals (Apartments)
- Owner Occupied vs Non-Owner Occupied
- Costs for renting a unit in your own home (Owner Occupied)
- Costs for renting out a separate house (Non-Owner Occupied)
- Renting more than one unit in a Non-Owner Occupied house = Duplex
- Only one rental unit allowed per parcel, otherwise it is considered a duplex
- Rentals must comply with existing ordinances for parking, noise, weeds
- Violation of city ordinances could result in a fine (\$ to be determined), towing of vehicles, or litigation
- Owners must maintain the landscape
- The city has the right to an annual inspection of the property upon renewal of the license
- If a property owner has more than one residential unit on the same parcel (Owner Occupied rental) they will pay ERU fees on the second unit (i.e. main residence + basement apartment, or main residence + Airbnb over the garage)
- If a property owner has a second house on a separate parcel that they are renting out (non-owner occupied) they are already paying income to the city in the form of property taxes, water bill, sewer bill, etc. on that house and therefore are not required to pay the ERU fees.

5.E. Other

- Commissioner Lewis questioned the existence of a rumored transient colony up Millville Canyon. Both Tara Hobbs and Bonnie Farmer said they had a female contact them at their homes seeking someone who could help her with a transmission. The police had been notified of a suspicious person and made contact with this person shortly after she spoke with Bonnie. Both Tara and Bonnie felt very uncomfortable with the interactions and thought she might be casing the area.

It was confirmed that this female was associated with a group who have been residing at the mouth of Millville Canyon. This campsite was brought to light due to a stabbing incident which occurred last week.

The Forest Service has a 14 day limit that they allow anyone to camp, after which they must relocate. They have been enforcing this rule; however the distance of relocation has been questionable.

- Commissioner Lewis said that he noticed a large number of trailers and semi-trucks that were parked down at the end of 300 North where the road dead ends at the high school bleachers. He questioned if that was something allowed by the city.

Dev. Coordinator Wall said that he would check into it.

6. City Council Report – review minutes from the Aug 27, 2020 meeting

Commissioner Farmer asked what is happening with the Millville Escape Subdivision.

Dev. Coordinator Wall said we are moving ahead with the public hearing and also trying to move forward with negotiations of possible boundary adjustments.

7. Agenda Items for Next Meeting

Public Hearing for Millville Escape Subdivision

Airbnb discussion continued.

Sidewalks review

8. Calendaring of future Planning Commission Meeting

The next regularly scheduled meeting will be held Thursday, Sept 17, 2020 at 8:00 pm.

9. Adjournment

Chairman Greenhalgh moved to adjourn the meeting at 9:54 p.m.



AGENDA REPORT: ELEMENTARY SCHOOL CROSSINGS

September 10, 2020

Background

In 2016, several concerned residents approached the City Council with concerns about the crosswalks and safety of the kids arriving to and leaving from Millville Elementary. As a result, several things have been done by the City since that time to try and help with the issue, including the following:

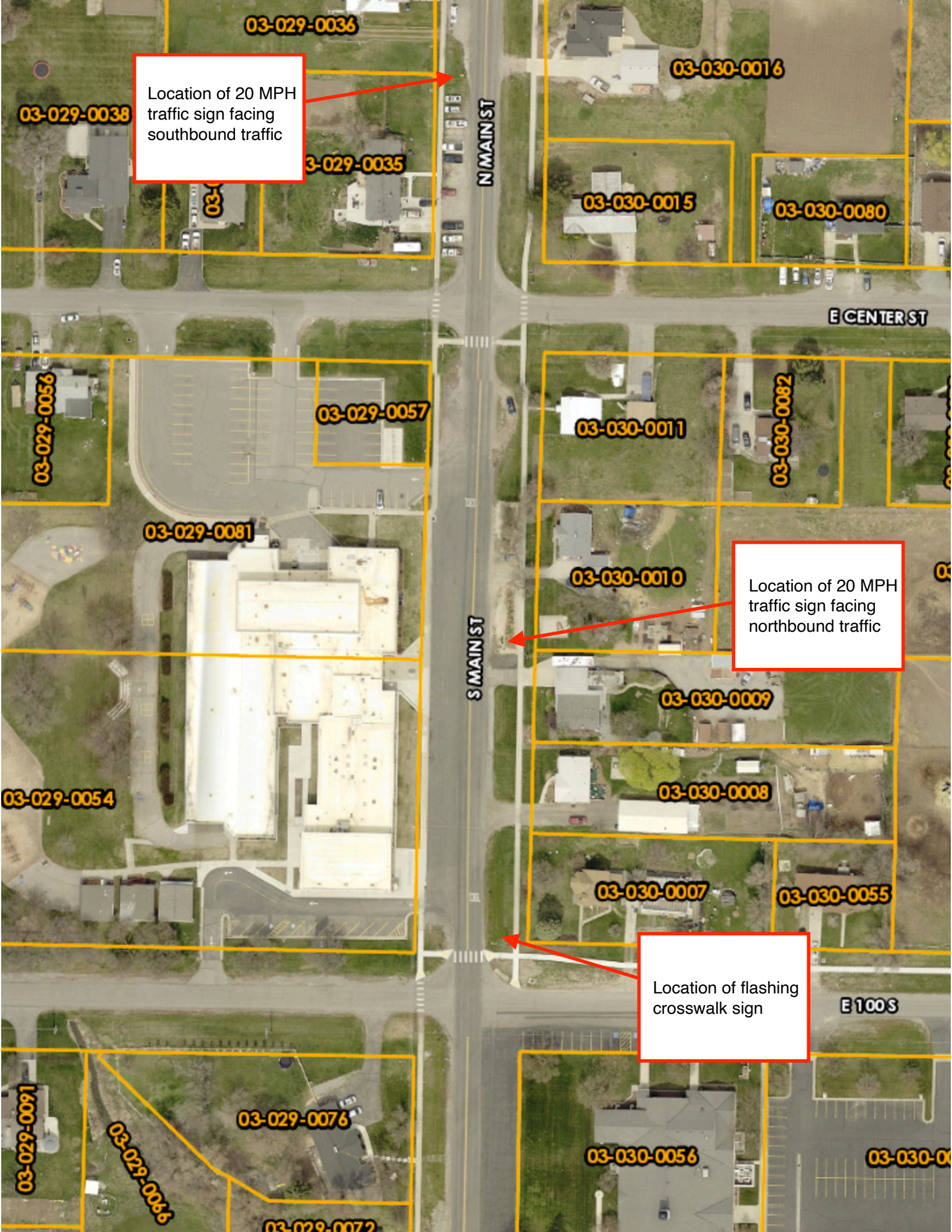
- Completed the Safe Routes to School Grant Program to install new sidewalks
- Installed a flashing crosswalk sign at 100 South and Main
- Painted crosswalks at the intersection of 100 South and Main
- Worked with the County to add 2 “No U-Turn” signs near the school
- Hired a new crossing guard to cover the south crosswalks at the intersection of 100 South and Main

Although these measures have improved the situation, there are still concerns from parents and the crossing guards. One of the largest concerns from 2016 and the main concern today is the location of the 20 MPH speed zone sign for the northbound traffic. This sign is located near the middle of the block and after the south crosswalk on 100 South.

The City has been told that this sign cannot be moved further south on Main Street as requested due to State regulations. A study was performed by the County in 2016 reviewing this possibility. It should be noted that Main Street in Millville is a County Road and all changes that are requested on that road will require County approval.

Included Documents

- Map showing the location of the current signs near the Elementary School.
- Excerpts from City Council Meeting minutes from 2016 discussing the school crosswalks
- Crosswalk study commissioned by Cache County in 2016 reviewing the alternative suggestions for dealing with the Elementary School crosswalk issues at that time.



Location of 20 MPH traffic sign facing southbound traffic

Location of 20 MPH traffic sign facing northbound traffic

Location of flashing crosswalk sign

Excerpt from CC Minutes 9/22/16

Proposal for Elementary School Safety

Lindsay Zollinger presented information regarding the Millville Elementary Crosswalk and Traffic Safety Concerns which had been prepared by the Millville Community Council. (A copy of the information is included with the minutes as Attachment “D”.)

There were several items discussed relating to school safety for the elementary age children. They are summarized in brief as follows:

- There has been an increase in the number of children, as the sixth grade is now at the elementary school
- A crossing guard is needed at the intersection of Main Street and 100 South
- The crosswalk at this intersection is included on the school’s SNAP Plan
- Additional sidewalks are needed so the children do not have to walk in the roadways
- Concern for upholding the guidelines for flashing school lights, crosswalks, and signage to comply with the State Code and NTUCD guidelines
- Criteria for the spacing of lights and crosswalks was discussed
- Lindsay had consulted with a Region One UDOT Representative; the City has some latitude to determine circumstances for the safety of children
- Parents had concern for the safety of their children in this area
- Main Street in front of the school is a county road, and there would need to be approval to meet the county road guidelines
- The speed zone for the area was reviewed
- Traffic patterns for this area was discussed
- Concerns expressed about parents not following procedures and guidelines
- Principal Thomas explained the time for having all students leaving from the school is approximately nine minutes
- Suggestion for placement of sidewalk with one crossing guard in the middle of the block, east of the front door; this would inhibit the drop off/pick up of students
- Various options for busses and private vehicle drop off and pick up were explored
- Busses could possibly be changed to leave from the South parking lot
- Nibley has six paid crossing guards
- Volunteer safety helpers are trying to keep the children safe as they leave the school to the south
- Long-term solution would be to increase the sidewalks in the City
- There would need to be additional written information received from the County and State outlining the proper procedures that would be allowed
- Consideration for having the flashing lights relocated was proposed
- Approximately 30 children are walking to the south from the school
- Discussion about parents parking across Main Street near the church on 100 South cause children to cross unsafely
- Concern about children walking without sidewalks
- Discussion on traffic flow alternatives

- There should be no children picked up on the east side of Main Street; this causes the students to cross the street
- Principal is willing to educate parents anyway possible to make the situation safer
- Discussion on the cost for hiring another crossing guard
- Consideration expressed for having a crossing guard for kindergarten students
- Businesses may be willing to sponsor a crossing guard
- Concerns expressed about being too frugal; would rather forego other City activities to hire a crossing guard
- Would like more grants to build additional sidewalks

Darcy Ripplinger requested to have included in the minutes about the fantastic job Rose Mary Jones has done for the City and also expressed appreciation to Gary Larsen for the great roads we have in Millville.

Councilmember Zollinger motioned to move the proposal to a later meeting after Councilmember Duffin talks with the County and State to see about an additional crossing guard and other requirements. Councilmember Cummings seconded.

This will be continued to the October 13 Council Meeting. There was a suggestion made that if no crossing guard is available, there should still be signs made available, perhaps with blinking lights, and also safety cones for pedestrians.

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

Excerpt from CC Minutes 10/13/16

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 and 100 South 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".)

Proposal for Elementary School Safety Training and Organizing Volunteers for South of school on 100 South, Update from County on Crossing Guard/Traffic Issue on Main Street, Elementary SNAP Plan reviewed with City Guidelines

Councilmember Duffin reviewed with the Council information received from the County regarding proposed options regarding the school crosswalks near the Millville Elementary School. (A copy of the information is included with the minutes as Attachment “F”.)

There was discussion about Alternatives 3 and 4. Alternative 5 would be to take no action and leave the crossing as it currently is; this option was eliminated. Another alternative was discussed [Alternative 6]—this would be to purchase flashing LED signs for the south crosswalk instead of changing the reduced speed zone and lights. A crossing guard would also be hired to help with the children crossing at that location.

As some Councilmembers felt option 3 would be a good solution, more discussion ensued. Principal Thomas explained the concern he had about having the drop-off area backed up considerably if the crosswalk would be in the middle of the block.

There was also discussion about the need to further educate the children and parents about safety practices.

Darcy Ripplinger stressed the need to have additional sidewalks, which would create a friendlier walking, safe environment.

Councilmember Duffin explained the findings of the City’s liability insurance coverage for additional crossing guards. The City would be covered as long as the individuals are recognized in that capacity by the City.

The cost for the signs and additional required materials would be about \$5,000. This would not include the wages for the Crossing Guard.

Lindsay Zollinger indicated she would spearhead a fundraiser to pay for at least half of the cost of the signs and needed materials.

Principal Thomas explained that in a few years, Millville Elementary may be schooling only Millville City students who will be walking to school. This would mean there would be no busses and, therefore, there would be no need for the loading zones.

The Council suggested that additional training for the parents and students be held. Principal Thomas explained the training had not been done to date as he was waiting on the outcome of how this situation will be handled.

Councilmember Duffin moved to go with alternative 6 and purchase the flashing LED signs for both the north and southbound traffic in conjunction with a fundraiser and hire a crossing guard with a substitute to help with the crossing of these children. Councilmember Callahan seconded. There was discussion regarding the funding for this project. This project will need to be budgeted. Councilmembers Callahan, Cummings, Duffin, Williams, and Zollinger voted yes.

The timeline for getting the crossing guards on board would be the 1st part of February. The fundraiser will begin for obtaining the partial revenue. The budget will need to be revised before these items are ordered. A revised budget will be brought to the Council for consideration at the Council Meeting on December 8.

The Crossing Guard position should be advertised sometime in December or January.

Julianne Duffin <julianneduffin@gmail.com>

Millville School Zone

Thu, Nov 3, 2016 at 9:10 AM

Josh Runhaar <Josh.Runhaar@cachecounty.org>

To: julianneduffin@gmail.com

Cc: Craig Buttars <Craig.Buttars@cachecounty.org>, Jake Forsgren <Jake.Forsgren@cachecounty.org>, Joel Merritt <Joel.Merritt@cachecounty.org>, Mike Johnson <mike.e.johnson@comcast.net>, "rmjx2@comcast.net" <rmjx2@comcast.net>, Jonathan Budge <jbudge@jub.com>

Attached is the analysis that JUB Engineers complete on the question of the crosswalk locations at Millville Elementary. I asked JUB to look at multiple options and review their 1) compliance with standards and 2) potential costs. Alternatives 1 & 2 are not options as they are not compliant with state standards. Alternatives 3, 4 and the no-change alternative 5 are all compliant.

At this point, the County is willing to consider alternatives 3 or 4, or leave the situation as is. The County will relocate/replace the existing school crossing signs in either plan, but all additional costs and work (warrant studies, crossing guards, additional signs beyond those already existing, and capital facility improvements) would be the responsibility of Millville City or the School District. Additionally, I am not positive that Alternative 4 will really address the need presented on this issue, but Millville can look at options similar to that Alternative or others that may work in terms of compliance and acceptable cost to the community.

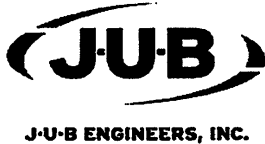
Please let me know how you would like to proceed on this matter.

Josh Runhaar, AICP
Director of Development Services
179 North Main, Suite 305
Cache County, Utah
435.755.1641

>>> Julianne Duffin <julianneduffin@gmail.com> 10/24/2016 10:43 AM >>>

[Quoted text hidden]

📎 MillvilleElementarySchoolZone.pdf
258K



J-U-B COMPANIES



THE
LANGDON
GROUP



GATEWAY
MAPPING
INC.

MEMORANDUM

DATE: 10/24/2016
TO: Josh Runhaar, Cache County Development Services Director
CC: Zan Murray
FROM: Jonny Budge
SUBJECT: Millville Elementary Reduced Speed School Zone

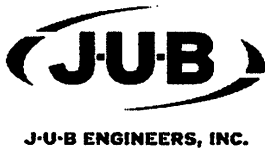
I've looked at several alternatives for the reduced speed school zone crossings over Main Street at Center Street and 100 South in Millville. I've consulted the MUTCD, as well as with UDOT Region 1 Traffic and Safety to ensure compliance with Utah and FHWA regulations. My primary reference for this memo is the Traffic Controls for School Zones, Part 7 of the Utah MUTCD, Page 731d, which states "To assure uniform design and application of all types of traffic control devices, Utah Code Annotated (UCA) Section 41-6a-301, requires the Utah Department of Transportation to create a rule establishing a manual and specifications for a uniform system of traffic control devices. The State of Utah adopts its manual by administrative rule (Utah Administrative Code R-20-1-1), which is the Utah Manual on Uniform Traffic Control Devices (MUTCD)." Based on this information, local authorities are required to conform to the standards listed in the Utah MUTCD. Otherwise, the local authority can be held liable for any incidents occurring as a result of being non-compliant in terms of traffic control devices. Below is a list of reduced speed school zone crossing alternatives with potential issues/conflicts. Some of them are non-compliant and the only reason to address them here is because they have been mentioned in prior discussions.

Alternative 1

Use the existing flasher north of Center Street for southbound traffic, and install a replacement flasher compliant with the Utah MUTCD south of 100 South for Northbound traffic. This will encompass both crosswalks in a single reduced speed school zone. This option is non-compliant.

Concern:

According to the Utah MUTCD, a reduced speed school zone ends 50 feet beyond the school crosswalk. Additionally, school crosswalks cannot be less than 600 feet apart. The existing crosswalks are currently 550 feet apart.



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Alternative 2

Place flashers as proposed with Alternative 1, as well as on the east and west legs of 100 South and Center Street, similar to Providence Elementary. This option is non-compliant

Concern:

School crosswalks cannot be less than 600 feet apart according to Utah MUTCD Section 7A.03-10. The existing crosswalks on Main Street are currently 550 feet apart. Additionally, the locations along 100 South and Center Street would need to meet warrant requirements for school cross walks and reduced speed school zones as defined in the Utah MUTCD.

The cost for this alternative is approximately \$12,000 to \$15,000. This includes using the existing flasher north of Center Street and installing 5 new compliant flashers and required signage. Additional costs for this would be the annual cost to employ an additional crossing guard.

Alternative 3

Eliminate both existing school crossings and create 1 mid-block crossing with relocated school zone lights in front of the school. This option is compliant.

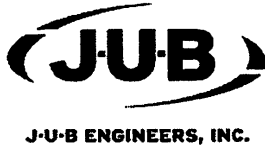
Concern:

The front of the school is currently a drop-off/pick-up zone. Lots of traffic would exist around the crosswalk. Drivers may perceive that the drop-off/pick-up zone does not extend beyond the crosswalk, creating more congestion as drivers approach the school.

Mitigation:

- Move the drop-off/pick-up zone to the north parking lot.
- Place curbing along Main Street with small refuge island to separate street traffic from the drop-off/pick-up zone. As an option, fencing could be placed on top of the curb, similar to Logan High School along 100 South in Logan. This would encourage school traffic to remain slow until they leave the loading zone.

The cost to install 275 feet (current loading zone length) of curbing with small refuge island would cost approximately \$8,500. The school zone lights would need to be relocated at an estimated cost of \$1,500. The existing crossing guard will be all that is needed.



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Alternative 4

Place two reduced speed school zones along Main Street, at 100 South and Center Street.

Concern:

The second reduced speed school zone at 100 South would need to be warranted through a list of requirements defined in the Utah MUTCD. Additionally, one of the crosswalks would need to be moved either south of 100 South or north of Center Street to ensure compliance with the 600-foot crosswalk spacing requirement. The relocation of the 100 South crosswalk is recommended since the Center Street crosswalk is in place. This option is compliant.

The cost for this alternative is approximately \$4,000 to \$6,000. This requires 2 new flashers with required signage. Additional costs for this would be the annual cost to employ an additional crossing guard.

Alternative 5

Leave the existing reduced speed school zone for Center Street as is, with no improvements to 100 South. The existing reduced speed school zone at Center and Main is compliant with the current Utah MUTCD.

Concern:

This does not address any perceived safety issues at the 100 South crosswalk.

There would be no additional costs for crossing guards, lighting or signage.

My recommendation is to install either Alternative 3, the mid-block crossing, or Alternative 4, two compliant reduced speed school zones. The benefit of Alternative 3 is in terms of expense. It's a relatively low long term solution cost when compared to the many years of employing an additional crossing guard for the school.



AGENDA REPORT: EMERGENCY SERVICES AGREEMENT

September 10, 2020

Background

Fifteen years ago, all of the cities and towns in Cache Valley worked with the County to create the Cache County Emergency Medical Services Authority (CCEMS). CCEMS manages the ambulance and emergency services for all of the cities in Cache County. Ambulance services are currently run by Logan and Smithfield who have decided to pull out of CCEMS as of December 31, 2020. This means that we need to find another solution for these services.

Mayor Hair and Millville staff have met several times with other cities in the Valley and with the County to create a plan to band together and find a solution. Cache County is now assuming oversight and reconfiguring CCEMS.

The services covered by this agreement would start on January 1, 2021. The City has implemented a monthly charge to residents and businesses to cover the costs in this agreement.

Included Documents

- Resolution 2020-23 including the Cache County Agreement

**MILLVILLE CITY
RESOLUTION 2020-23**

**A RESOLUTION APPROVING AN AGREEMENT WITH CACHE
COUNTY FOR EMERGENCY MEDICAL SERVICES**

WHEREAS, Cache County plans to provide Emergency Medical Services throughout Cache County through an interlocal agency called the Cache County Emergency Medical Service (CCEMS) Authority; and

WHEREAS, Millville City is within the boundaries for the Cache County Emergency Medical Services Authority; and

WHEREAS, Emergency Medical Services established by Cache County may contain all or part of any municipality only with the consent of the governing authority of the municipality, as provided in a resolution duly adopted by the governing authority of the municipality; and

WHEREAS, Cache County requested that the Millville City Council consent to the inclusion of the City within the service area for Cache County EMS Authority; and

WHEREAS, the Millville City Council has determined that the public health, convenience and necessity requires the establishment of the EMS Authority;

NOW THEREFORE, be it resolved by the Millville City Council to consent to the inclusion of Millville City within the boundaries of the Cache County Emergency Medical Services (CCEMS) Agency as established by the Cache County Council and that the attached contract for services between CCEMS and Millville City is hereby approved.

Passed and approved by the Millville City Council this 10th day of September 2020.

SIGNED:

David Hair, Mayor

ATTEST:

Corey Twedt, City Recorder

COUNCILMEMBER	YES	NO	ABSENT	ABSTAIN
Michael Callahan				
Daniel Grange				
Clay G. Wilker				
Pamela June				
Ryan Zollinger				

AGREEMENT FOR EMERGENCY MEDICAL SERVICES

This AGREEMENT is made and entered into this 10th day of September 2020, and becomes effective on January 1, 2021, by and between the CACHE COUNTY EMERGENCY MEDICAL SERVICES AUTHORITY (CCEMS) an interlocal entity or association organized and existing under the laws of the State of Utah, and MILLVILLE CITY (the "CITY"), a body corporate and politic of the State of Utah. CCEMS and the CITY may be each be referred to individually herein as a Party and collectively herein as the Parties.

This AGREEMENT is made and entered into by and between the parties based upon the following:

- A. CCEMS is a duly created interlocal entity that provides emergency medical ground ambulance service (EMS) in Cache County. CCEMS includes all areas within the county, with the exception of Logan City and areas serviced by Logan City as designated by the Utah Bureau of EMS.
- B. CCEMS is desirous of ensuring EMS services in all licensed areas of the county and is responsible under Utah law to provide for the above mentioned services in the unincorporated portions of the COUNTY.
- C. The CITY maintains and operates a municipal fire department and/or first responder medical unit that provides EMS services at their designated licensure level in the incorporated limits of the CITY.
- D. CCEMS possesses a ground transport ambulance license for EMS from the Utah Bureau of Emergency Medical Services and Preparedness and is responsible to provide EMS in all areas of the county designated by the EMS license.
- E. The CITY is desirous of ensuring EMS in the incorporated areas of the CITY.
- F. This agreement for EMS is deemed to be in the best interest and for the general welfare of the CITY, Cache County, and CCEMS.

NOW THEREFORE, based upon the mutual consideration and mutual conditions contained herein, the parties hereto do hereby agree as follows:

- 1. The CITY agrees to:
 - a. Provide or contract to provide extrication as their ability, training, staffing, and equipment will allow within the unincorporated areas of the Zone, which is defined in Attachment A hereto; and,
 - b. Pay CCEMS on January 1, 2021 seven dollars and fifty cents (\$7.50) per capita based on current U.S. Census estimates for persons living in the incorporated area of the City for EMS to be provided for January 2021-June 2021 and, thereafter, pay annually on July 1, fifteen (15) dollars per capita with an increase of 3% per year beginning July of 2021 based on current U.S. Census estimates for persons living in the incorporated area of the CITY for EMS to be provided; and

- c. Pay CCEMS on January 1, 2021, four thousand one hundred seventy-four dollars and fifty cents (\$4,174.50) to fund Millville/Nibley First Responders for January 2021-June 2021, and thereafter, pay annually on July 1, eight thousand three hundred and forty-nine dollars for said service.
2. CCEMS agrees to:
 - a. Provide EMS to the CITY which includes ground ambulance response and transport of the sick and injured at the license level approved to CCEMS by the Utah Bureau of EMS and Preparation; and
 - b. Replace CITY purchased medical supplies used at each incident; and
 - c. Fund and coordinate Medical Control services to the CITY EMS unit; and
 - d. Manage CITY'S Quick Response Service; and
 - e. Provide EMS and other emergency related training to CITY EMS personnel except that CITY shall pay EMS testing fees; and
 - f. Provide annual Emergency Vehicle Operations training.
3. MUTUAL AND AUTOMATIC AID:
 - a. The CITY Fire/EMS Department shall have, through this Agreement, mutual and/or automatic aide with any other department or agency which holds a current agreement with CCEMS. In return, the CITY agrees to provide the same service to other departments contracting with CCEMS.
 - b. The CITY agrees to respond with only those resources requested by dispatch when responding to automatic/mutual aid calls. Furthermore, the CITY agrees to send only certified responders to calls outside of the Zone.
4. This Agreement does not supersede any responsibilities, regulations, and/or requirements imposed by state laws or local ordinances upon the CCEMS Service Area Director or the CITY's Fire/EMS Chief as Authority Having Jurisdiction under the Utah State Fire Code.
5. This Agreement supersedes any previous agreement entered into by and between the CITY and CCEMS for fire EMS.
6. Unless sooner terminated as hereinafter provided, the term of this Agreement shall be for a period of 4 years commencing January 1, 2021. The Agreement shall automatically renew for an additional 4 years on each anniversary date of this Agreement under the same terms and conditions as set forth herein, unless a Party delivers written notice to the contrary to the other Party at least thirty (30) days prior to the date of expiration.
7. This contract may be terminated by either Party because of the other Party's failure to perform any of its obligations under the Agreement by giving written notice of

termination to the defaulting Party. Termination of the Agreement will become effective ninety (90) days after such written notice is delivered to the defaulting Party.

8. This Agreement and the Parties' performance under this Agreement shall be governed by the laws of the State of Utah.
9. The terms and provisions of this Agreement shall be binding upon and inure to the benefit of the Parties and their permitted successors and assigns; provided, however, that this Agreement cannot be assigned, transferred or conveyed by either Party, without the express, written consent of the other Party.
10. This Agreement and the Attachments thereto constitute the entire agreement for EMS response between CCEMS and the CITY. The Parties acknowledge that there are no other underlying agreements, oral or written, pertaining to the terms of this Agreement.
11. CCEMS and the CITY can amend this contract only by a writing executed during the time this Agreement is in force.

IN WITNESS WHEREOF, the parties have executed this Agreement on the following dates.

By: David Hair
Mayor

Date

By:
CCEMS Board Chairman

Date

MEMO



DATE: August 25, 2020

TO: Millville City Council

FROM: Lance Houser, P.E.
Chad Brown, P.E.

SUBJECT: Comparison of deeper trenches versus private and public lift stations

As Millville City prepares to install the sewer collection system, a detailed design and investigation has identified two options that will work for the city sewer system. There are four levels of feasibility for every project, 1) Technical, 2) Environmental, 3) Economic, and 4) Social/Political. Both options are technically and environmentally feasible. However, there are significant economic and social/political feasibility differences. This memorandum summarizes those differences and their benefits and costs. It is intended to provide the Mayor and City Council with the information necessary to discuss and decide the direction Millville City will take.

During the design process, the system was divided into three primary areas: North, Middle, and South. These areas were based on the discharge location into the existing system and natural topographic sloping.

Throughout the design of the system, one of the primary goals was to prevent lift stations for the city and private residents as much as possible. In order to accomplish this goal, it was necessary to map out the septic systems coming from each home based on information from Bear River Health Department as well as communicate with residents and Kyle Hancy, who has installed many of the systems in town. Upon determining the location of sewers exiting the homes using the available information, the sewer laterals were laid out to the future sewer main lines at minimum slopes based on Utah Division of Water Quality Standards (R317). This information was used to define the depths of the sewer mains. Many alternatives were evaluated to minimize the depth of the sewer mains.

As a result, many areas were extremely deep. Table 1 summarizes the depth of sewer lines in each section without the lift stations. This is important because the deeper lines are more expensive to construct. Conversations with local contractors have identified that construction in trenches 16 feet or deeper end up about 25% more expensive per foot in normal soils without utility conflicts and 100% more expensive per foot with utility conflicts. However, in soils that are not stable, such as cobble soils that will not stand nearly vertical, the costs are even higher due to the extra impacts on the roads and other utilities.

MEMO



Table 1. Depths without Lift Stations

Depth Range	Length of Trench for Specified Depth Range		
	North	Middle	South
5-12 ft	17,767 ft	5,408 ft	4,864 ft
12-14 ft	5,922 ft	5,653 ft	5,945 ft
14-16 ft	4,230 ft	3,441 ft	6,756 ft
> 16 ft	3,807 ft	7,866 ft	10,269 ft

Based on these results, we have evaluated what would happen if we were to reduce the trench depths by installing private lift stations or small group lift stations. This alternative required identifying homes that are driving the main lines deeper than 12 feet. Table 2 lists the number of homes identified in each design section.

Table 2. Homes Requiring Lift Stations

Area	Homes Requiring Pump Stations
North	29
Middle	77
South	57

A total of 163 individual homes were identified to need an individual pump station or be placed on group pump stations dispersed throughout the city. There are approximately 700 connections in the city, so this equates to about 23% of the city would need pumps. Many of the impacted homes are much deeper, particularly those on the downhill side of the streets or those that have longer sewer laterals because of the distance of the home from the roads or the locations of the septic tanks behind the homes. However, some homeowners have built their homes lower (for taller basements, views on hill sides, or to reduce the fill on the site).

A final review focused on the benefit of putting in group lift stations rather than individual lift stations while still having a significant impact on the trench depths. This process only identified two locations where group lift stations would significantly raise sewer mains. This would only affect 14 connections. The conclusion is that the group lift stations would not significantly help reduce the sewer main depths. Table 3 on the following page contains a summary of our comparison findings.

Table 3. Comparison of Alternatives

Deeper Trench		Private Lift Stations	
Benefits	➤ Reduced operations and maintenance costs for the city ➤ Reduced maintenance concerns for the individual residents who would require pump stations	Benefits	➤ Reduced construction costs throughout the city and lower monthly payments for all residents to repay bonds ➤ Reduced impacts on the roads and the other utilities during construction ➤ Shallower sewer mains for maintenance access and possible future repairs
Negatives	➤ Higher construction costs initially and higher monthly payments for all residents to repay bonds	Negatives	➤ Higher maintenance costs for those who have lift stations ➤ Increased flooding potential during power outages due to portions of the system not being gravity fed

Councilmember Assignments 2020

Updated 1/9/20

Councilmember Daniel Grange

- Sewer
- Animal Control
- Trails

Councilmember Ryan Zollinger

- Water
- Finance
- Fiber Internet

Councilmember Clay Wilker

- P&Z
- Fire/EMS/Emergency Preparedness
- City Celebration Support

Councilmember Pamela June

- City Events (Millville Days/ Night Out Against Crime, Easter, Christmas, Fair Booth)
- Youth Council
- Mini Miss Millville and Parades

Councilmember Michael Callahan

- Ordinance Enforcement
- Wildfire
- Sewer Support
- P&Z Support