

MILLVILLE CITY COUNCIL MEETING
City Hall – 510 East 300 South – Millville, Utah
September 10, 2020

PRESENT: David Hair, Clay Wilker, Pamela June, Ryan Zollinger, Tara Hobbs, Chad Kendrick, Corey Twedt, Julianne Duffin, Breanne Jacobsen, Liz Powell, Callie Davis, Jose Hilera, Melecio Hilera, Gary Gettman, Michael Duffin, Courtney Bishop, Hunter Johnson, Denaeyer Dean, Erik Vargas, Mason Anderson, Reece Karasek, Nicki Powell, Lauren May, Greta Greenhalgh, Packer Anderson, Brielle Hustad, Claire Jensen, Evelyn Casperson, Jaycie Williams, Annika Johnson, Allie Williams, Sydnee Walton, Isaac Powell, Brooklyn Monson, Bradley Monson, Abby Bodily, Dylan Twedt, Logan Davis, Sydnie Barfuss, Trevyn Davidson, Allee Carlsen, Ashley Woffinden, Ashlyn Leishman, Carolyn Davidson

Call to Order/Roll Call

Mayor David Hair called the City Council Meeting to order for September 10, 2020 at 7:02 p.m. The roll call indicated Mayor Hair and Councilmembers Pamela June, Clay Wilker and Ryan Zollinger were in attendance with Councilmembers Michael Callahan and Daniel Grange excused. Also, Treasurer Tara Hobbs and Recorder Corey Twedt were present.

Opening Remarks/Pledge of Allegiance

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

Approval of Agenda

The agenda for the City Council Meeting for September 10, 2020 was reviewed.

Councilmember Wilker moved to approve the agenda for September 10, 2020.

Councilmember Zollinger seconded. Councilmembers June, Wilker and Zollinger voted yes with Councilmembers Callahan and Grange excused. (A copy of the agenda is included as Attachment “A”.)

Approval of minutes of the previous meeting

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

Councilmember Zollinger moved to approve the minutes for August 27, 2020.

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

Swearing in of Millville City Youth Council

Mayor Hair welcomed the Millville City Youth Council. He then turned the time over to Youth Council Mayor Brooklyn Monson who introduced the other members of the Youth Council leadership: Recorder Presely Shewell (not present), Treasurer Michael Duffin and Councilmembers Allee Carlsen, Sadie Low (not present), Sydnie Barfuss, Hunter Johnson and Packer Anderson. Mayor Monson also introduced and expressed gratitude for the MCYC advisors: Julianne Duffin, Liz Powell and Callie Davis.

Mayor Monson briefly discussed the three activities the MCYC has planned to carry out before the end of the year. There will be a Halloween Festival for all of the children in the City on October 24th. The “Dinner for Defenders” for veterans and military personnel will be on November 14th. The City Christmas Celebration and MCYC breakfast fundraiser will be on December 5th.

Recorder Twedt then swore in the following members of the Millville City Youth Council who were present at the meeting: Michael Duffin, Courtney Bishop, Hunter Johnson, Denaeyer Dean, Erik Vargas, Mason Anderson, Reece Karasek, Nicki Powell, Lauren May, Greta Greenhalgh, Packer Anderson, Brielle Hustad, Claire Jensen, Evelyn Casperson, Jaycie Williams, Annika Johnson, Allie Williams, Sydnee Walton, Isaac Powell, Brooklyn Monson, Bradley Monson, Abby Bodily, Dylan Twedt, Logan Davis, Sydnie Barfuss, Trevyn Davidson, Allee Carlsen, Ashley Woffinden, Ashlyn Leishman, Carolyn Davidson

After being sworn in, the Youth Council left the meeting to have their planning meeting in the pavilion. (The complete MCYC 2020-2021 List is included with the minutes as Attachment “B”).

Request for a Business License for BZ Concepts LLC at 109 East 200 South

Bre Jacobsen has submitted a request for a business license for BZ Concepts LLC. She was present at the City Council Meeting. She said that with her business she plans to offer consulting services. Her plan is to make enough money to purchase equipment for building, designing and selling furniture from her home. It was discussed that the consulting business was fee exempt, but that the furniture business was not. Bre said that she plans to get the furniture business up and going soon and decided to pay the business license fee today for that part of her business. **Councilmember Zollinger moved to approve the business license for BZ Concepts LLC.** Councilmember Wilker seconded. Councilmembers June, Wilker and Zollinger voted yes with Councilmembers Callahan and Grange excused. (A copy of the license application is included with the minutes as Attachment “C”).

Request for a Business License for Jacob’s at 278 North 100 East

Melecio Hilera has submitted a request for a business license for Jacob’s. He was present at the City Council Meeting. He said that he had previously had a business license with Millville City, but had forgotten to renew it last year. Mr. Hilera offers handyman services.

Recorder Twedt pointed out that there typically would not be a business license fee for Jacob's, but that several renewal notices had been sent out and not returned to the City making the business license inactive after 2019. Per Millville City Code, for Mr. Hilera to re-activate his license, he now needed to come back before the City Council and pay the late fees for the renewal from last year.

Councilmember June moved to approve the business license for Jacob's.

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

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 Appeal of Impact Fees

Mayor Hair reviewed the request from Gary Gettman and explained that he had paid the impact fees on his original home. He had now built a new home on an adjoining parcel and is planning to have the old home moved or destroyed. When a new home is built on the original parcel at some point in the future, the builder will be required to pay new impact fees. Mr. Gettman says that he is not creating any new impact on the community and has already paid impact fees to the City when the original home was built.

Councilmember Zollinger said that he felt this was fairly straight forward and that this is a unique situation where an old home is going away and there isn't an additional impact created.

Recorder Twedt said that he felt that if the Council were to grant this waiver and offer a reimbursement, it shouldn't be given until the old home has been removed. Mr. Gettman agreed that this was what he was requesting.

Councilmember Zollinger motioned to approve Gary Gettman's request to reimburse the impact fees paid for the new home when the original home is removed; as long as this happens within one year of today. Also, that the original lot would become a vacant lot and require payment of all impact fees at the time of development.

Councilmember June seconded.

Councilmember Wilker said that he was surprised that this was coming up now and he feels that it should have been resolved when the building clearance was granted by Planning and Zoning for the new home.

Mayor Hair said that before moving on to a vote they needed to discuss the Gary Gettman sewer easement that has not yet been signed. This easement would allow for a sewer line to

be installed in the private lane on 700 North that would service the homes of Gary Gettman, Ryan Zollinger and Louise Sproul.

Gary said that the original description on the easement was incorrect and had since been fixed. Other issues and concerns have been worked out over the past month. He said that there was still some confusion for who would be responsible for what during the sewer construction. Councilmember Zollinger said that he agreed that some clarification was needed for what the City and the homeowners would be responsible for during the construction of this sewer line. Mayor Hair clarified that the City would install the sewer line, fill in the trench and put down the road base. Mr. Gettman and the other homeowners would need to re-asphalt the road. As had been discussed, they had planned to fix this road anyway. Mr. Gettman said that he would make arrangements with Development Coordinator Wall to sign the easement tomorrow.

Councilmembers June, Wilker and Zollinger voted yes with Councilmembers Callahan and Grange excused. (A copy of the appeal request is included with the minutes as Attachment “E”.)

Report on P & Z Meeting held September 3, 2020

Development Coordinator Randy Wall reviewed with the Council the Planning Commission’s draft minutes for the meeting held September 3, 2020. Development Coordinator Wall said that the vacation rental code has been reviewed. The updates will be given to Recorder Twedt to write into the City Code as a draft for a final review with Planning and Zoning after which it will come before the City Council. Development Coordinator Wall said that the Planning Commission planned to include the code updates to deal with mother-in-law apartments with these code updates as well.

Councilmember Zollinger expressed concern with adding Code limiting what a resident could do with their home and said that he looked forward to the review when it comes before the City Council.

Elementary School Crossing and Signs

Recorder Twedt reviewed with the Council the recent concerns with traffic at the Elementary School. He explained that it was the same issue that was reviewed in great detail back in 2016. The major issue is that the 20 MPH blinking sign that is near the middle of the block can’t be moved further south so that the entire school block on Main Street was within the reduced speed zone. There are State regulations that don’t allow for this to happen. Some of the parents are likely to address this issue with the County to see if there is anything else that can be done on their end since this is a County road. Recorder Twedt said that he had spoken with the Sheriff’s Department and they were aware of the concerns and would try to put additional patrols at that location to help. Public Works Director Kendrick said that a mobile digital sign that displays the speed of passing cars might be effective to slow traffic. Recorder Twedt said that the concern he had with this is that it still wouldn’t be legal to display a 20 MPH speed limit outside the reduced speed

zone. The consensus of the Council was that there was not much that could be done on the City level. (A copy of the staff report is included with the minutes as Attachment “F”).

Consideration of a Resolution Accepting the Emergency Medical Services Agreement

Mayor Hair reviewed with the Council the Resolution and Emergency Medical Services Agreement with Cache County for the updated CCEMS Program. He said that the fee structure that had been put in place previously would cover the new additional costs for Millville City and that they would increase over time. Councilmember Zollinger said that the way the fee structure was set up would allow for dealing with cost increases going forward. Mayor Hair said that he felt that the County had done a good job in finding a solution to this problem.

Councilmember Wilker moved to approve Resolution 2020-23 including the Cache County Agreement. Councilmember Zollinger seconded. Councilmembers June, Wilker and Zollinger voted yes with Councilmembers Callahan and Grange excused. (The approved resolution and agreement are included with the minutes as Attachment “G”).

Sewer Depths

Councilmember Zollinger reviewed the questions presented by Franson Engineering on sewer line depths. He explained that there are areas throughout the City where sewer lines will need to be very deep for a gravity system that does not require pumps.

Mayor Hair said that this morning, in a meeting with the engineers, they discussed that if residents are required to put in pumps in certain parts of the City and then the power goes out, the sewer would have major problems. There are parts of the State and even in Cache Valley that lost power for a couple of days with the wind storm this week. Mayor Hair said that he has looked at this both ways, but that he now feels the deeper sewer lines would be better long term for the City.

Councilmember Zollinger said that it might not be fair for the entire City to pay the higher costs for the deeper sewer lines for those houses where it would be required. He also said he had spent some time in speaking to the engineers. The fact of the matter is that no one in the City did anything to warrant the sewer. No matter who you are or where you live in Millville, you are impacted. It isn’t fair, but there are people that built homes in specific locations for which it will cost more to run sewer lines. Are we saying that everyone in the City should help pay for those areas of the City instead of requiring those residences to pay for their own pump?

Mayor Hair reminded the Council that the grant money from RDA was on the tail end of the project, so the loan money would have to be used completely before accessing the grant money. Councilmember Zollinger said he thinks that is a terrible reason to spend more money and that the grant money would still need to be paid back. Recorder Twedt clarified that the grant money was the money that would not need to be paid back. He also

confirmed that the current bond amount would cover the costs of the deeper sewer lines. It would not require additional bonding.

Councilmember Zollinger said that the City would be crazy to put in 20' deep sewer lines in parts of the town, because they will be more expensive to maintain. Mayor Hair said that he felt the same until speaking to the engineers who explained that there are ways to deal with the maintenance and that having the deeper lines should not be a huge burden on the City for long-term maintenance. Recorder Twedt said that he felt the City would have to be involved with the alternative of shallow lines and pumps. When pumps go out, the City will receive phone calls and have to deal with things, even if it is not their responsibility.

The costs of the individual pumps were then discussed. Councilmember Zollinger said that he believes the cost is around \$3,500 to purchase and install a new pump. Mayor Hair said that he was concerned in residents rounding up the money to run the laterals from their homes. Adding the additional cost for many of them to buy and install a pump would be a big burden.

Councilmember Wilker said that he wouldn't want a pump. Some of the issues caused from this recent storm should make us think. We were lucky in Millville, but we could lose power for much longer. He said that he thinks it is probably the right thing to do to dig the deeper trenches. He said that the sewer infrastructure was like anything else. You run utility services to certain parts of the City that won't benefit everyone within the City, but it is a shared cost that everyone pays for. Recorder Twedt said that the discussion earlier is a good example. We are running a sewer line up the Gettman private lane to service three homes including the home of Councilmember Zollinger. All of the residents in the City were paying for this as part of the greater sewer project.

Councilmember Wilker asked about better numbers on those additional costs. What would be his monthly bill increase if the City puts in the deeper sewer lines? Councilmember Zollinger said that the estimate from the engineers is total construction costs would increase by 25% to put in the deeper trenches. Councilmember Wilker said that he would like to understand the cost benefit ratio of the deeper lines and how much it would cost each resident.

Mayor Hair said that he initially thought that we should require pumps as well, but that he now thinks we should do the deeper trenches wherever it was possible. He said that he thinks it would be a big burden to require residents to pay for laterals as well as installing and maintaining a pump.

Councilmember Zollinger said it won't necessarily ever be fair and the impact of the sewer system will affect different homes in different ways.

Director Kendrick said that there might be some additional opportunities to get more easements and run lines behind homes to avoid having to go deeper.

Councilmember Wilker discussed some very rough worse case calculations and said that the sewer rate could increase by \$6 per month for the deeper sewer lines and no pumps. There were several factors that were not included in these calculations.

Councilmember June said that there would be additional ongoing electricity costs for residents that were required to pump in addition to the cost of purchasing and installing a pump.

Councilmember Zollinger said that he thinks the City should have fought more concerning the rising nitrate levels and the accusations that the Providence well was being affected by Millville septic tanks. He said that he is not necessarily against the pumps, but that he just wants what is best for the City. He said he does have concerns with some of the areas with depths greater than 20 feet.

There was a brief discussion on the depth of the laterals and how to get from the home to the deep main lines. Councilmember Wilker expressed concern with the low-income grant funding not covering as many homes if the main lines are deeper.

Councilmember June pointed out that property values on homes would likely be affected if a home has a pump.

Mayor Hair said that they could continue this discussion at the next meeting. At that meeting they could try to come with additional financial information and more information on the depths. They would also invite the engineer to be at the meeting to provide additional information and answer questions. (The engineering report is included with the minutes as Attachment "H".)

City Reports

Public Works Director Chad Kendrick said that work on the walking path in the South Park will be starting tomorrow.

He said that overall, he felt that Millville City did comparatively well through the major windstorm that happened this week. At the South Park, a few large trees came down. Some minor damage had been caused to the neighbor's fence on the southwest side of the park. A tree from a neighbor to the east had fallen on the power lines resulting in loss of power that has now been fixed. Another power pole on 200 South had been damaged, but since repaired by Rocky Mountain Power. Throughout the rest of the City there had been some damage, but it could have been much worse. Mayor Hair and the Councilmembers commented on how good it was to see the residents helping each other clean up after the storm. Director Kendrick said that with the storm, a bolt came out of the cemetery sign that he would get fixed.

Director Kendrick explained that the City needed to do test pumping to prove to the Division of Water Rights that pumping water from the new well site would not negatively affect Garr Springs. Director Kendrick has been monitoring the Garr Springs flow daily for several week using a weir. The driller at the new well site pumped water for 24 hours straight while monitoring the weir coming out of Garr Springs and there had been no changes in the water level. The test pumping had been measured at a flow rate of 604 gallons per minute. Mayor Hair said that this was good information for the City and a good amount of water.

Councilmember Reports and Items for Future Agendas

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

Councilmember Wilker expressed some concern about the transients in Millville Canyon and the recent stabbing that had taken place there. It was discussed that the Sheriff's Department was aware of the issue, but there was not much that could be done.

Mayor Hair said that with the recent storm and all of the branches that had come down throughout the City, a resident had asked if Millville would pay to bring back the large green waste bin prior to the beginning of October when it is currently scheduled. Mayor Hair and Councilmember Zollinger expressed concern with the maintenance that would be put on the already busy Public Works employees and that it would likely be full right away after each time it is emptied. Mayor Hair said that they could think about it.

Adjournment

Councilmember June moved to adjourn the meeting. Councilmember Zollinger seconded. Councilmembers June, Wilker and Zollinger voted yes with Councilmembers Callahan and Grange excused. The meeting adjourned at 8:43 p.m.

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

2020-21

Millville City Youth Council

Executive Leadership

Mayor: Brooklyn Monson
Recorder: Presely Shewell
Treasurer: Michael Duffin
Council member: Allee Carlsen
Council member: Sadie Low
Council member: Sydnie Barfuss
Council member: Hunter Johnson
Council member: Packer Anderson

Youth Members

Abby Bodily	Denaeyer Dean	Lauren May
Addy Hess	Dylan Twedt	Logan Davis
Allie Williams	Erik Vargas	Mason Anderson
Annika Johnson	Evelyn Casperson	Nicki Powell
Ashley Woffinden	Greta Greenhalgh	Reece Karasek
Ashlyn Leishman	Isaac Powell	Ronan Melani
Bradley Monson	Jaycie Williams	Samuel Whelan
Brielle Hustad	Katie Williams	Sarah Duffin
Carolyn Davidson	Kelli Ripplinger	Sydnee Walton
Claire Jensen	Kendal Shewell	Trevyn Davidson
Courtney Bishop		

Advisors:

Julianne Duffin, Liz Powell, Callie Davis

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

Home Address: 109 E 200 S #639 Millville, UT 84326 ☐ Manager ☐ Local Manager

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

Home Address: _____ ☐ Manager ☐ Local Manager

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

Attachment "D"

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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(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

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:

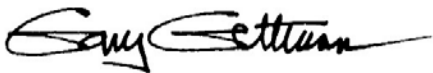
Water Impact Fee:	\$3,050.00
Park Impact Fee:	\$5,330.00
Road Impact Fee:	\$1,760.00

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.

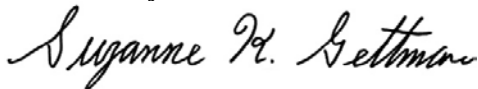
Both the new and old homes have the same number of bedrooms and baths. Thus, removal of the old home and garage will result in the new home having ***no additional impact*** on the City's water, park, and road infrastructure. We are not disputing the \$4,500 Sewer Fee which has been paid.

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



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:

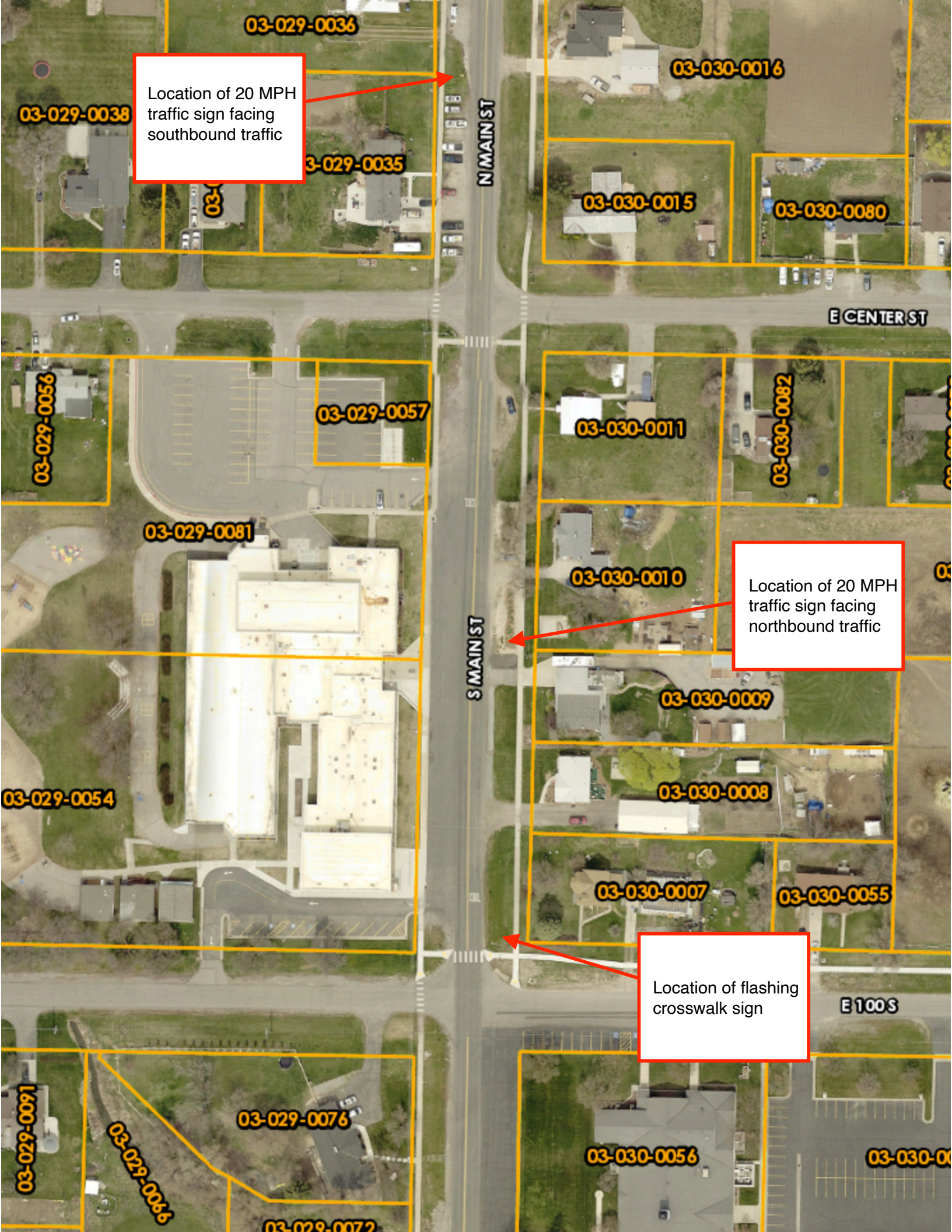
- Completed the Safe Routes to School Grant Program to install new sidewalks
- Installed a flashing crosswalk sign at 100 South and Main
- Painted crosswalks at the intersection of 100 South and Main
- Worked with the County to add 2 "No U-Turn" signs near the school
- Hired a new crossing guard to cover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

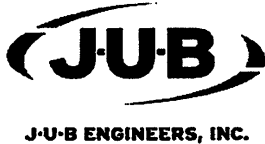
Please let me know how you would like to proceed on this matter.

Josh Runhaar, AICP
Director of Development Services
179 North Main, Suite 305
Cache County, Utah
435.733.1641

>>> 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.

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.

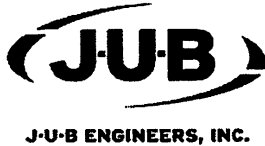
Concern:

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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INC.

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.

**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			X	
Daniel Grange			X	
Clay G. Wilker	X			
Pamela June	X			
Ryan Zollinger	X			

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:

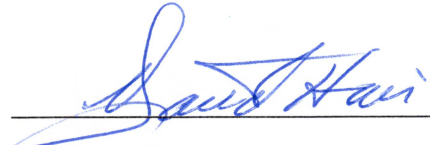
- 1. The CITY agrees to:
 - a. Provide or contract to provide extrication as their ability, training, staffing, and equipment will allow within the unincorporated areas of the Zone, which is defined in Attachment A hereto; and,
 - b. Pay CCEMS on January 1, 2021 seven dollars and fifty cents (\$7.50) 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

9/10/20

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