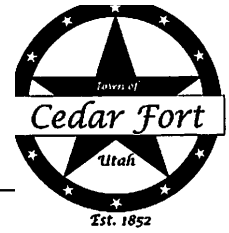


Town of Cedar Fort
Town Council Regular Monthly Meeting
Thursday, October 08, 2020 at 6:00 p.m.
Town Hall, 50 East Center Street, Cedar Fort



Agenda

1. Call to Order; Roll Call; Pledge of Allegiance; Prayer/Thought*
2. Public Comment- Citizen Opportunity to Address Council (5 min.) *
3. Report: Police; Fire; Water; Treasurer; Clerk; Sexton; Owner Rep*
4. Prior Meeting Minutes
5. Town Bills/Budget Review
6. Reports from Council Members*
7. ROW Shoulder Maintenance
8. 100 North Road Fix to Preserve Asphalt
9. Update Lane Use Ordinance for New Commercial and Light Industrial
10. Adjourn

**All items in the agenda shall be considered action items unless otherwise noted with an*.

Agenda item requests may be made (at least 7 days in advance of the meeting) by writing to the Mayor (mavor@cedarfort.town).

PARTICIPATION IN TOWN COUNCIL MEETINGS IS LIMITED TO COUNCIL MEMBERS AND THOSE WITH AGENDA ITEMS.
ALL ARE WELCOME TO ATTEND.

Pursuant to the Americans with Disabilities Act, individuals needing special accommodations for this meeting should notify the Town Clerk (Cara Lyon 801-768-2147 or clerk@cedarfort.town) at least 24 hours prior to this meeting.

Posted this_ day of October 2020 at _____ .AM/PM by: _____

Town of Cedar Fort
Town Council Meeting Minutes
Thursday October 08, 2020 at 6:00 pm
Town Hall, 50 East Center Street, Cedar Fort
APPROVED



Time: 6:03p.m.

Minutes Taken By: Cara Lyon, Town Clerk

Town Employees Present: Cara Lyon, Town Clerk, Lori C. Adams, Town Treasurer

Town Council Present: Mayor David Gustin, Councilman Wyatt Cook, and Councilman Rett Messersmith (Councilwoman Laura Ault, Councilwoman Ellen Cibula appeared via Skype)

Town Council Absent: NA

Visitors Present: Deputy John Thomas, Vonda Cook, Kimball Messersmith, Jed Berry, Cody Cook, Clarence Ault, Mindy Anderson, Gary Williamson, Jason Davis, Greg Douglas, (Tania Rueda, Gonzalo Lastra, Drew Allen, Ashley Cook, Lynette Groff Ault – did not sign in)

1. CALL TO ORDER; ROLL CALL; PLEDGE OF ALLEGIANCE; PRAYER/THOUGHT

Treasurer Lori C. Adams led the Pledge of Allegiance and Councilman Cook provided invocation and a thought on the freedoms of speech

2. PUBLIC COMMENT- Citizen Opportunity to Address Council.

Councilwoman Ault made a public comment as a citizen. She noted there are many people talking about running for office. There are four spots available, 3 Councilmember positions and one Mayor coming up in 2021. The job is not easy or fun, but it is worth it. She stated if there are any questions you can reach her by email at building@cedarfort.town or call the town number and press the extension or stop me and talk.

Mayor Gustin thanked her.

There was no other public comment made.

Councilwoman Ault moved to close public comment portion of the meeting.

Councilwoman Cibula seconded motion.

Councilman Cook: Yea
Councilman Messersmith: Yea
Councilwoman Ault: Yea
Councilwoman Cibula: Yea
Mayor Gustin: Yea

The motion passed to close public comment portion of the meeting.

3. REPORT: POLICE; FIRE; WATER; TREASURER; CLERK; SEXTON; OWNER REP

Police: Deputy John Thomas

Deputy Thomas reported that they had 34 calls last month. One call was a cat being kidnapped; it was a very odd call that he had received so far for your Town. There were a few animal problems (dog harassing sheep). A stolen vehicle came through the Town, but the crime had not happened in Cedar Fort.

Councilwoman Cibula asked about cars that are on Town road that are not registered and citing those vehicles.

Deputy Thomas stated that he had been able to talk to some of those residents. There are still a few he is working on. He noted if there was a specific vehicle in question to let him know.

Mayor Gustin thanked him for always being responsive and doing a great job.

Fire

No one in attendance.

Mayor Gustin asked Councilwoman Ault if she could find out if they had the correct email for the Fire Chief on the website.

Councilwoman Ault responded she will look into that.

Water

Cody Cook stated there were two new connections made last month.

Mayor Gustin asked if they were complete. And confirmed there was one new fire hydrant. He asked about the brownish water and if anything can be done.

Cody stated that there was a high amount of Iron in the Town Well. There are options to fix it but it will be costly.

Councilwoman Cibula via phone asked about the Chlorine. If it had been tested since the low readings were recorded last month.xcess

Cody stated it was towards the top. The water system is checked every three days at the end of the system and the tank.

Councilwoman Cibula asked if they ever check at residents' houses.

Cody stated that they spot check at different places throughout to make sure the water is safe.

Mayor Gustin reiterated some of the representative's comments. He noted on the deep vegetation at the two springs and asked what the plan is in removing.

Cody Cook noted they will begin once fire hazard goes down. Probably before winter or early next spring.

Mayor Gustin noted the fees on the water system is going up. This is like a recessive tax and they do not have the staff to manage these things and budget is tight. He currently felt the vegetation is the only thing to be fixed and if not taken care of they will start to get fined.

Cody Cook stated there were no comments and things were going well.

Councilwoman Cibula spoke on community days to help with the vegetation under control.

Cody Cook noted on fire danger with the chainsaws.

Councilwoman Ault noted that as soon as moisture was on the ground, they needed to get up there and manage the cleaning up of roots.

They all agreed it was not a good time to run a chainsaw right now because of the fire hazard. They have an extension through June 15, 2021.

Mayor Gustin noted they have to submit applications with fees each time they need a deviation. He discussed possible actions.

Treasurer

Treasurer Adams stated that the finances were doing alright. All reports are current back to 2017. She thanked Councilwoman Cibula for help on 2017-18 payroll for the audit. She was waiting on a response from the CPA to get documents what is needed for this year's audit. The State website is extensive, and she is working on a certification through the State that is free. The excise tax was over \$5,000 for the gravel pit.

Mayor Gustin noted on the franchise tax for the gravel pit. The quarterly payments are approximately \$5,000 which is great for the Town.

Treasurer Adams asked the Mayor to help with Chief Britton who has been using his credit card and not the Fuelman Card. He has not been submitting receipts when he uses his personal credit card.

Mayor Gustin asked Councilman Cook to reach out to Chief Britton.

They discussed ways to go into the account and the default set up.

Councilwoman Cibula stated that she did not remember the default set up.

Chief Britton's limit was \$1,000's a month. The card had a \$20,000 limit. He needed to touch base if he were to exceed \$1,000.

Sexton

Not in Attendance.

Town Clerk

She is filling in for the Former Town Clerk, Julia Cosper. She has a couple questions to follow up on since she had left herself back in May, 2020.

Clerk Lyon asked if they ever received a business license for the gravel pit?

Councilwoman Cibula had sent a letter dated June 17, 2020 to the gravel pit requiring him to pay late fees of \$52.50. As of today, there has not been an business license issued to the Gravel Pit for 2020.

Mayor Gustin indicated he will call him and check in.

Clerk Lyon noted the business licenses have been updated. She wondered about the business cards hanging up at the Cedar Valley Post Office. Should we mail a Business License Application to these individuals? Also, when can we begin mailing these forms out? She would like to get them mailed out before December 15, 2020.

Councilwoman Cibula noted she was shooting for November. She will look into the business cards at the post office and get back to Cara and the Mayor to discuss further action if needed.

Clerk Lyon asked if Rocky Mountain and Questar were paid online.

Treasurer Adams responded, "No."

Clerk Lyon had sent a letter on behalf of Councilwoman Ault to Ms. Webb through certified mail and regular mail. This Priority Mail had been signed for by Ms. Webb, she has printed of confirmation for Councilwoman Ault to place in file folder.

Clerk Lyon asked if the Town is able and willing to take care of the Town Property on the outside of resident's property lines and is the irrigation company willing to take care of the irrigation ditches.

Councilmembers indicated this will be discussed later on as an Agenda Item.

Clerk Lyon asked if they were to hire an enforcement officer.

Mayor Gustin noted that the position had not been posted yet.

4. PRIOR MEETING MINUTES

Councilwoman Cibula noted that on page 4 at the bottom to change language from "rappelling" to "repealing". Also, to strike 8.0.

Mayor Gustin reiterated corrections. CFO3-11 and 8.0 of the ordinances is the repeal language. He noted it is important to list that they are repealing 130 and 320 regardless of where the language if found.

Councilwoman Ault made a motion to approve and accept the language changes as discussed for September 5, 2020 minutes.

Councilwoman Cibula seconded motion.

Councilman Cook:	Abstain
Councilman Messersmith:	Abstain
Councilwoman Ault:	Yea
Councilwoman Cibula:	Yea
Mayor Gustin:	Yea

The motion passed to approve and accept the language changes as discussed for September 5, 2020 minutes.

5. TOWN BILLS; BUDGET REVIEW

Town Bills:

Treasurer Adams had not provided the Councilmembers documents for the Town Bills; Budget Review.

Councilwoman Cibula asked if they will skip the month they did not review.

Treasurer Adams apologized she had not sent them out and comment she would provide an August-October report. They will not skip the report.

Mayor Gustin asked about the break down for Zion's credit card and the information he needed was on the right. He asked about Jerry's plumbing and the Maddox charges.

Councilwoman Cibula made a motion to approve the September 2020 accounts payable.

Councilman Messersmith seconded motion.

Councilman Cook:	Yea
Councilman Messersmith:	Yea
Councilwoman Ault:	Yea
Councilwoman Cibula:	Yea
Mayor Gustin:	Yea

The motion passed to approve the September 2020 accounts payable.

Budget:

Councilmember Cibula asked about the building permits on line 303 and about water. She still believes the number is high.

The money had been transferred. 62,000 year on 303 needed to be double checked. The transaction needed to be looked at.

Councilmember Ault had collected the first check and not two separate checks.

Mayor Gustin asked for the negative numbers. He noted that there were funds totaling 300,000 on

hand. He asked Councilwoman Cibula to investigate this issue. He asked when they transferred from Caselle to Pelorus. It should show what is in each account. It says there is a negative balance at Zion's.

Councilwoman Cibula stated she would investigate.

6. REPORTING FROM COUNCIL MEMBERS

Councilman Cook:

Councilman Cook stated he put together an application for cutting into the road fees.

Mayor Gustin stated he was trying to understand the application fees. He noted on the patches in the road. These fees should pay to fix the road. He felt these fees should not come from Town members. He felt they looked reasonable but there is more to be looked at.

Councilmember Cook stated he will email the other Councilmembers the application. Also, there was a tree interfering with a resident's internet connection. The tree is not touching any power line. Rocky Mountain Power since it was not touching the power line, they will not be cutting the tree. He had reached out to a tree trimming company. The cost was \$2,500. The tree is on Town property. He was going to get a couple more bids.

Mayor Gustin stated they had received some safe route to school money in the past. They discussed the school overlaying and restriping.

Councilman Cook explained the school reached out to repaint the crosswalk and add another cross walk. When he reached out to the school, they did not have the budget because there were not many children that attend their local cedar Valley Elementary. He mentioned it would be approximately \$650 for a bid for both crosswalks.

Councilman Messersmith:

Councilman Messersmith commented that Parks and Recreation needed to use the grant money that had been received in the amount of \$1,000 before March 1, 2020.

Mayor Gustin commented on Tourism and Recreation and how they should use that money.

Councilwoman Ault suggested the concession stand at the rodeo grounds needed a new roof. Also, maybe look into new bleachers were needed at the rodeo grounds.

Councilwoman Cibula agreed on the bleachers.

Mayor Gustin directed Councilman Messersmith to look into that.

Councilwoman Cibula:

- The business license for Christopher Whiting's dog kennels was sent and he has 30 days to fix the deficiencies. This should be taken care of by September 16th.

- Yorkies Ranch Kennel inspection has an appointment to pay their fees on Tuesday. Once fees are paid, we will issue a business license.
- Valley View Rock Products has been handled.
- On November 1st renewals will be sent out and due back January 2021.
- She is working on a check cashing machine with Zion's Bank, \$370 to purchase, with \$25 Zion's servicing fee and is \$0.10 per item deposited.
- She noted the Recycling Bin and would encourage residents to breakdown their cardboard boxes because they take up too much room.
- There are 2 residents were without garbage service, she will be sending a letter.

Councilwoman Ault:

- UCI is \$2,631.42 without signposts and \$11,000 with signposts.
- They should prioritize signs. Custom Signs are cheaper than standard signs like speed limit signs. She feels that safety signs are the priority.
- There are three residential buildings permits coming in this year, 2020.

Councilwoman Cibula commented they had 4% growth within the past and with the growth of these new residents moving in we now have over 150 residents; 4% of 150 is 6 and will be at 6 residential building permits a year instead of 5.

- There were two applications for minor subdivisions.
- She suggested a "Rumor Has It" blog on there Town Website. She noted that Herriman has this where residents or anyone with any questions can ask anonymously. Then a member of the Council could provide the correct feedback to these questions.

Mayor Gustin stated they can try it out and see what happens.

- Citizens can sign up on the Utah Public Notice Website and here they can receive the Town Agenda and Meeting Minutes.

Mayor Gustin:

Mayor Gustin discussed the Town Clerk position again. Clerk Lyon was just filling in because no one had applied.

7. ROW SHOULDER MAINTENANCE

Mayor Gustin discussed fire concerns and commented on the Ault's goats could roam the shoulders to bring vegetation down.

Councilman Cook suggested solutions for the shoulder of the roads:

- Community cleanup day June-October.
- Allow resident to allow their cows, sheep and goats graze along sides of road.
- A two-week period credited for citizens utility bill.

Councilwoman Ault commented that they can rent a mower and a volunteer could help. She asked if anyone had thought of this.

Mayor Gustin comment a couple years ago there was a volunteer who was helping and ended up being verbally assaulted.

Councilwoman Cibula can check on a volunteer. She also felt we should educate the Town residents on the Wild Land Fire Accreditation. She also has concerns with the options and asked how the Town can clean when the residents have garbage out in front of their yard? There is also concern with the ditches and ditch banks in Town with debris.

Mayor Gustin noted that anything to prevent fire can work toward the town commitment. They are doing more than they are reporting. He did not want to miss opportunity. Also, agreed and commented on places with garbage and possibly fining those with garbage in front of their yards.

Councilwoman Ault noted she could ask a warden to come and speak at the next meeting.

Councilman Cook commented they may could try a Facebook-live with the warden.

Councilman Cook suggested to ask the irrigation company to help clean up or ask volunteers to help flatten out certain areas that have become a problem for residents that do mow along the ditch banks in front of their homes.

Mayor Gustin stated they have enough equipment in town they should be able to fix this. He asked Councilman Cook to see what areas are of concern to make a list to provide to the councilmembers. He suggested a notice be mailed to residents in their utility bills of when mowing will take place along the side streets.

8. 100 N. ROAD FIX TO PRESERVE ASPHALT

Wyatt stated that he had reached out to Doug Noland, but has not heard back from him.

Mayor Gustin asked can we have the Town contractor and see if we can work with the gravel pit to get this completed? We have already spent approximately \$100,000 in newly paved roads and does not want to see them begin to crumble away.

Councilwoman Cibula asked if they have the right equipment to repair the roads themselves?

Councilman Cook noted that Doug Noland was planning to only use the backhoe and mentioned the Town contractor has a back-hoe as well. The streets that need focus are Center Street and 100 North.

Councilwoman Ault asked what material is needed? She stated she has material in their pasture. If the material is acceptable, they can use it.

There was discussion among the councilmembers on the budget for this repair.

Councilman Messersmith made a motion to authorize \$2,500 for the road repairs.

Councilman Cook Seconded motion.

Councilwoman Cibula:	Yea
Councilwoman Ault:	Yea
Councilman Cook:	Yea
Councilman Messersmith:	Yea
Mayor Gustin:	Yea

The motion passed to authorize \$2,500 for the road repairs.

9. UPDATE LAND USE ORDINANCE FOR NEW COMMERCIAL AND LIGHT INDUSTRIAL

Mayor Gustin reported on the updated Land Use Ordinance. He noted that the Planning Commission had already held public hearings, and this had been accepted by them and through all proper channels. Now, it was up to them to adopt the changes or choose not to.

Councilwoman Cibula asked for clarity on footnote-2 on page 16 which explained the setbacks.

Mayor Gustin stated the first sentence was wrong which he changed. For structures that are 50 feet for a building adjacent to agricultural use. If they are joining light industrial to commercial, they require no side lot setback.

Councilmembers discussed adding setbacks and would like to make the appropriate changes now so they can vote on this ordinance.

Mayor Gustin stated a minimum of 10 feet for both light industrial and commercial zoning. 50-foot minimum setback for residential to agricultural zoning.

- Language was changed to footnote 2 which read, “setback is for buildings adjacent to residential or agricultural use. Lots adjoining commercial or light industrial uses require 10-foot side lot setbacks.”
- 11.9.42 the language read “50 feet were adjacent to a residential or agricultural use. Lots adjoining commercial or light industrial uses require 10-foot side lot setbacks.”

Councilwoman Ault moved to approve CF-200-PZ-2020A as presented with changes to require setback is for buildings adjacent to residential or agricultural use. Lots adjoining commercial or light industrial uses require 10-foot side lot setbacks and 50 feet were adjacent to a residential or agricultural use. Lots adjoining commercial or light industrial uses require 10-foot side lot setbacks.

Councilwoman Cibula seconded.

Councilwoman Cibula:	Yea
Councilwoman Ault:	Yea
Councilman Cook:	Yea
Councilman Messersmith:	Yea
Mayor Gustin:	Yea

Motion passed to approve CF-200-PZ-2020A as presented with changes to require setback is for buildings adjacent to residential or agricultural use. Lots adjoining commercial or light industrial uses require 10-foot side lot setbacks and 50 feet were adjacent to a residential or agricultural use. Lots adjoining commercial or light industrial uses require 10-foot side lot setbacks.

10. ADJOURN

Councilman Messersmith moved to adjourn.

Councilwoman seconded motion.

Councilwoman Cibula:	Yea
Councilwoman Ault:	Yea
Councilman Cook:	Yea
Councilman Messersmith:	Yea
Mayor Gustin:	Yea

Motion passed the meeting adjourn at 7:46 p.m.