Minutes of the *Regular* Meeting of the Trenton Town Council held on Tuesday November 3, 2020 at 7:00 p.m., in the Trenton Town Hall, 17 East Main Street, Trenton, Utah.

Present: Councilmember Rachelle Ludwinski

 Stephanie Merrill

Donny Merrill Stacey Wangsgard

 Clerk Macall Smith

 Excused: Mayor Lynn Payne

Guests: Sheri Newton, Ken Allsop, Kathrine Rawson, Richard Allsop and Lance Kingston, Trenton Fire Chief.

The Councilmembers decided to have Councilmember Ludwinski Chair the meeting. COUNCILMEMBER LUDWINSKI CALLED THE MEETING TO ORDER AT 7:02 P.M.

Those in attendance stood for the Pledge of Allegiance.

***Approval of Agenda***

Acting Chairperson Ludwinski asked for a motion to approve the agenda as written. COUNCILMEMBER WANGSGARD MOVED TO APPROVE THE MEETING AGENDA AS OUTLINED. COUNCILMEMBER DONNY MERRILL SECONDED THE MOTION, WITH ALL COUNCILMEMBERS IN ATTENDANCE VOTING AYE.

***Approval of Minutes***

Acting Chairperson Ludwinski asked for a motion to approve the October 6, 2020 meeting minutes. Councilmember Ludwinski noted several changes to the October 6, 2020 meeting minutes including clarifying that her motion to allow the DUP to use the town buildings included the wording “until if/when they are able to return to the LDS building” along with two changes to spelling on page 2. COUNCILMEMBER WANGSGARD MOVED TO APPROVE THE OCTOBER 6, 2020 MEETING MINUTES WITH THE NOTED CORRECTIONS. COUNCILMEMBER STEPHANIE MERRILL SECONDED THE MOTION WITH ALL COUNCILMEMBERS IN ATTENDANCE VOTING AYE.

Public Comment:

There was no public comment at this time.

***Agenda items:***

***EMS/Fire update- Chief Lance Kingston***

Fire Chief Lance Kingston attended the meeting to update the Council on recent political changes to the County EMS program. He stated that he has tried to keep the Mayor up to date on the changes. He shared that starting January 1, 2021 there would no longer be a unified County EMS program. He stated that Logan will be covering themselves along with North Logan and that Cache County would be covering the South end of the Valley. He shared that he felt it was in the best interest of the people of Trenton to band with Smithfield City, this would provide the best coverage with the least impact on the town’s financial position. Smithfield has taken steps to acquire the licensure for the North end of the valley. He shared that the County was proposing that taxes increase $15 a person to cover expenses resulting from services provided on the South end of the valley, he explained that he didn’t feel this was fair to the residents of Trenton an one of the reasons he is moving toward partnering with Smithfield City. He shared that this will all go into effect at 8 a.m. on January 1st, 2021. He explained that Smithfield is looking at $1500-$2000 in expenses that will be passed on to Trenton to provide the services. Councilmember Wangsgard asked what the cities of Lewiston and Richmond would be doing for their services. Chief Kingston explained that Richmond has contracted with Smithfield and that as of right now Lewiston has not done anything. Chief Kingston discussed the disparities in costs vs services provided between the north and south end of Cache Valley along with some of the funding issues with CCEMS, including $500,000 in taxes, that were put into place in 2003, explaining that all of this funding is going to the south end. He shared that Cache County is taking all the ambulances that have been purchased under the old program and, as of January 1, moving them south, but he let the Council know that Smithfield has ordered several new ambulances that will be in operation by the time the split happens. He updated the Council that the Trenton department is doing well, with a one recruit, Toni Torres.

Clerk Smith stated that Randall Davis has submitted a bid to purchase the GM fire truck that is out back, she asked if the Council was interested in reposting and taking bids. They were in favor of getting rid of the truck. Clerk Smith stated that she would post it in next months newsletter, making it available for closed bids.

***CARES Funding- Councilmember Ludwinski***

Councilmember Ludwinski presented the Council with two options for updating the technology at the town hall. The first option was ALL-tech, a local tech company headed by Jeff Young in Richmond, the bid from them was for $46,113, she explained the details of the bid including two tv’s both located in the town hall along with a microphone system for the Council. The second bid for $44,700 and was from TPI Salt Lake based company that has installed systems all over the west, it included similar items such as 2 tv’s a new computer for the office, etc. She shared that she like the bid from TPI because it did not involve any future expenses. The problem she saw with All-tech was that they would require ongoing contracts and expenses, with internet and service contracts. COUNCILMEMBER WANGSGARD MOVED TO GO WITH THE BID FROM TPI WITH COUNCILMEMBER DONNY MERRILL SECONDING THE MOTION AND ALL COUNCILMEMBERS IN ATTENDANCE VOTING AYE.

***Encroachment Permit- Councilmember Donny Merrill***

Councilmember Donny Merrill MOVED TO TABLE THIS ITEM UNTIL NEXT MONTH WITH COUNCILMEMBER WANGSGARD SECONDING THE MOTION AND ALL COUNCILMEMBERS IN ATTENDANCE VOTING AYE.

***Extension of May 5, 2020 Moratorium on Subdivisions***

Councilmember Wangsgard reported that the Planning Commission is continuing their update of the Subdivision ordinance but because of the scope of the project need an additional 6-month moratorium to complete the process.

***ORDINANCE 20–11-01- Temporary Moratorium on Subdivisions***

COUNCILMEMBER WANGSGARD read Ordinance 20-11-01 Temporary Moratorium on Subdivisions aloud. COUNCILMEMBER WANGSGARD MOVED TO APPROVE ORDINANCE 20-11-01 TEMPORARY MORATORIUM ON SUBDIVISIONS WITH COUNCILMEMBER STEPHANIE MERRILL SECONDING THE MOTION AND ALL COUNCILMEMBERS IN ATTENDANCE VOTING AYE.

***Report on August 2020 Town Zoning Survey- Councilmember Stacey Wangsgard***

Councilmember Wangsgard shared the results of the town survey that was sent out in August. She shared that according to the results most respondents were happy with current growth rates and would like to see between 2 and 3 water hook-ups given out per year as well as liking the current policy on biking events within Town limits.

***Review of impact fee- Councilmember Ludwinski***

Councilmember Ludwinski discussed the impact fee that was passed last December, she shared that part of the discussion was a review of the fee after a year along with investigating a tiered system. She asked the Council how they felt about the current fee and if they felt the amount needed to increase or decrease. The Council discussed the issue, Councilmember Ludwinski stated that she felt that there should be a small increase each year over the next five years to avoid the shock of a large increase in the future, she suggested a ten percent increase each year. Councilmember Donny Merrill suggested five percent and went on to MOVE TO INCREASE THE IMPACT FEE BY FIVE PERCENT EACH YEAR WITH COUNCILMEMBER STEPHANIE MERRILL SECONDING THE MOTION WITH ALL COUNCILMEMBERS IN ATTENDANCE VOTING AYE.

***Procedures for granting water hookups-Councilmember Ludwinski***

Councilmember Ludwinski shared a rough proposal of the procedures for obtaining a water hook-up in the coming years. The Council discussed the stock-water hook-up portion of the procedure, Councilmember Donny Merrill was concerned with the language that required them to be using the water connection within 30 days of it being installed, Councilmember Ludwinski changed the language to 6 months, and shared that she put the 30 days in the procedure to avoid people hording water hook-ups. The Council was in favor of giving out 2 water hook-ups per year. They discussed some of the suggestions that came from Planning & Zoning including the idea of having 2 drawings the first one with only new applicants and the second with all applicants for the year. The Council discussed the timeline for making use of the water hook-up, along with a time frame for going to Planning & Zoning with a Zoning Clearance before the water hook-up is lost to the applicant. They discussed having to apply with Planning & Zoning within 30 days of being approved for a water hook-up or they lose the water hook-up and begin building with 6 months of approval from Planning and Zoning. The Council discussed what month to hold the drawings. The Council liked the idea of holding the drawing at the February Town Council meeting with all applications due by January 31st, with 120 days to have a Zoning Clearance obtained. The Council discussed what qualified as a “new” hook-up. The Council stated that a new hook-up would be someone who had not gotten a hook-up in the last year or two years. Councilmember Ludwinski was going to bring an updated procedure sheet to the December Town Council meeting in the form of a resolution to be passed at that time.

***Planning & Zoning update***

Councilmember Wangsgard stated that due to a family event she was unable to attend all the meeting last month. Clerk Smith stated that the Commission reviewed and approved a Zoning Clearance for a barn on 800 East, they also discussed having a flow chart for the subdivision process and reviewed one that was presented by Commissioner Anne Spackman. Clerk Smith stated that the Commission determined to come to the November meeting ready to discuss the timeline for a subdivision along with suggestions for the flow chart.

***Parks \Cemetery update***

Councilmember Stephanie Merrill stated that she felt there was a good turnout at the Trunk or Treat, she also stated that she has a flagpole for the cemetery ordered and should be installing it on November 23.

***Water update***

Councilmember Ludwinski shared that she has no updates for the water system but that the chlorine tester is being installed tomorrow on November 4, 2020.

***Roads update***

Councilmember Donny Merrill stated that West Cache is almost through Newton and ready to start on the underground piping project within Trenton. He stated that the original plan was to run the pipeline through the existing culvert on 800 South but West Cache was willing to pay to remove the metal culvert and then sleeve the pipeline in a poly-sleeve and repair and replace the asphalt, he told West Cache to go ahead and do the proposed changes. He stated that the work would be done tomorrow. They have also offered to replace the culverts on 400 East as part of that project, he asked if the Council felt okay with them doing the same thing on two pipes that went under the road. Councilmember Ludwinski was in favor of having them do the culverts on 400 East as well. Councilmember Stephanie Merrill was also in favor. The sander has been purchased for the town, Councilmember Donny Merrill is planning on removing the old one and installing the new one this week.

*Adjournment*

COUNCILMEMBER WANGSGARD MOVED TO ADJOURN THE REGULARLY SCHEDULED TOWN COUNCIL MEETING AT 8:26 P.M. WITH COUNCILMEMBER STEPHANIE MERRILL SECONDING THE MOTION AND ALL COUNCILMEMBERS IN ATTENDANCE VOTING AYE.