

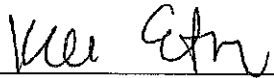
NOTICE AND AGENDA

Notice is hereby given that the Planning Commission of Millville City will hold their regularly scheduled on Thursday, **December 16, 2021** at the Millville City Offices, 510 East 300 South in Millville, Utah, which meeting shall begin promptly at **8:00 p.m.**

1. Call to Order / Roll Call
2. Opening Remarks / Pledge of Allegiance
3. Approval of agenda
4. Approval of minutes from November 18, 2021
5. Agenda Items
 - A. Zoning Clearance- High Peaks Construction New Residence Carson & Jaeden May, Millville Acres Lot 3, 176 E 100 S. Millville 84326
 - B. Final Plat- River Hawk Subdivision
 - C. Pre-Zoning Discussion- Roger & Jamie Roundy, Parcel 02-129-0014, Approx. 350 E 450 N
 - D. Future Annexation Discussion- Ryan Powell, Parcel 02-124-0015
 - E. Cache County Recorder Policy Updates
 - F. Other
6. City Council Report from December 9, 2021
7. Agenda items for next meeting
8. Calendaring for future Planning Commission Meeting- January 6, 2021
9. Adjournment

In compliance with the American with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during public meetings should notify Kara Everton at (480) 528-1467 at least three days prior to the meeting.

This agenda was posted on/before December 13, 2021 to the City posting locations, the City Website and the Utah Public Meeting Notices Website.



Kara Everton, Secretary
Millville City Planning Commission

MILLVILLE PLANNING COMMISSION MEETING

City Hall - 510 East 300 South - Millville, Utah

November 18, 2021

PRESENT: Lynette Dickey, Rachel Thompson, Bonnie Farmer, Matt Anderson, Darcy Ripplinger, Kara Everton, Pam June, David Hair, Chad Kendrick, Spencer Munyon, Berry Banham, Brad & Linda Webster

Call to Order/Roll Call:

Commissioner Dickey opened the meeting for November 18, 2021 at 8:00p.m. Commissioners Lynette Dickey, Rachel Thompson, Bonnie Farmer, Matt Anderson (Alt.) and Darcy Ripplinger (Alt.) were present. Commissioner Lewis was excused and Commissioner Greenhalgh absent. Development Coordinator Kara Everton were present.

Opening Remarks/Pledge of Allegiance

Commissioner Farmer led all present in the Pledge of Allegiance.

Approval of Agenda

The agenda for the Planning Commission Meeting was reviewed. **Commissioner Thompson moved to approve the agenda November 18, 2021.** Commissioner Farmer seconded. Commissioners Dickey, Thompson, Farmer, Ripplinger and Anderson voted in favor with Commissioner Lewis excused and Garrett Greenhalgh absent.

Approval of the Minutes of the Previous Meeting

The Planning Commission reviewed the Planning Commission Meeting for October 21, 2021.

Commissioner Farmer moved to approve the minutes. Commissioner Ripplinger seconded. Commissioners Dickey, Thompson, Farmer, Ripplinger and Anderson voted in favor with Commissioner Lewis excused and Garrett Greenhalgh absent.

5.A. Zoning Clearance- Spencer Munyon New Residence, Zollinger Estates Lot 2, 95 W 750 N, Millville

Half of the basement is built to be rented out. Commission informed him that there could be more fees for rentals that would be assessed when it becomes time. The project will be started in the next 4 weeks. Chad Kendrick advised to keep mud off the lane.

Commissioner Thompson moved to approve the Zoning Clearance for a Spencer Munyon New Residence, Zollinger Estates Lot 2, 95 W 750 N, Millville. Commissioner Anderson seconded. Commissioners Dickey, Thompson, Farmer, Ripplinger and Anderson voted in favor with Commissioner Lewis excused and Garrett Greenhalgh absent.

5.B. Zoning Clearance- Berry Banham New Residence, Knowles Minor Subdivision, Lot 1, 240 S 100 E.

Septic Permit was supposed to be sent today but hasn't been issued because of delays with BRHD. The sidewalk elevation will be different, so the sidewalk may be installed after the home is built.

Commissioner Thompson moved to approve the Zoning Clearance for a Berry Banham New Residence, Knowles Minor Subdivision, Lot 1, 240 S 100 E. Millville contingent on the septic tank permit. Commissioner Dickey seconded. Commissioners Dickey, Thompson, Farmer, Ripplinger and Anderson voted in favor with Commissioner Lewis excused and Garrett Greenhalgh absent.

5.C. Brad Webster Final Plat

Divided the house off the pasture. Has no plan to sell the pasture, but to sell the house to his son. Has an access so he can corral his cows.

Commissioner Thompson moved to recommend the Final Plat for a Brad Webster.

5.D. Other

City Council Report- October 28, 2021 and November 11, 2021

Agenda Items for Next Meeting

Future Planning Commission Meeting

The next regularly scheduled meeting will be held **Thursday, December 2, 2021** at 8:00 pm

Adjournment

Chairman Dickey moved to adjourn the meeting at 8:31 p.m.

DRAFT



MILLVILLE CITY

ZONING CLEARANCE FOR BUILDING PERMIT

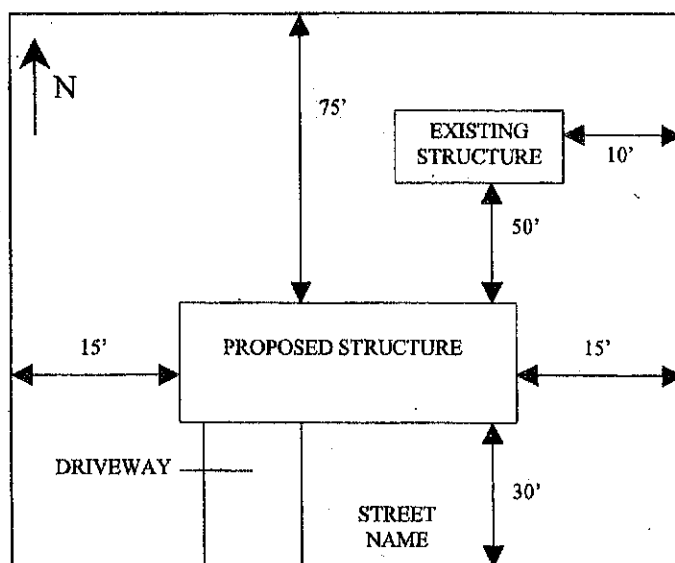
THIS FORM EXPIRES 60 DAYS FROM DATE OF APPROVAL

APPLICATION INFORMATION

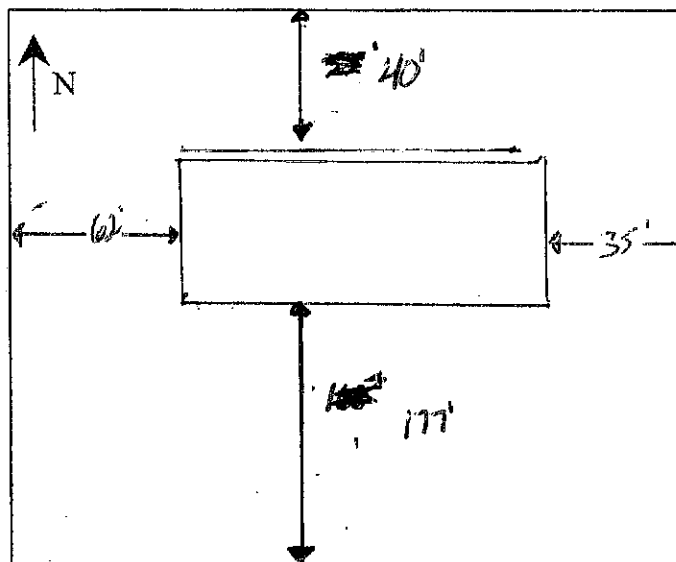
1. High Peaks Construction
APPLICANT'S NAME
2. 1840 W. 2600 S.
MAILING ADDRESS
- Collegeward Ut. 84339
CITY STATE ZIP CODE
3. _____ HOME TELEPHONE
4. 435-232-7142
BUSINESS TELEPHONE
5. Carson May
OWNER'S NAME (if different from applicant)
6. Residential
TYPE OF STRUCTURE
7. 1579 8. _____
SQUARE FOOTAGE ZONE
9. Millville Acres Lot 3
SUBDIVISION NAME AND LOT NUMBER (if applicable)
10. 84 - 213 - 9355
TAX IDENTIFICATION NUMBER
11. 176 E. 100 S.
ADDRESS OF CONSTRUCTION
12. 1.032 acres 13. _____
LOT SIZE LOT ELEVATION
14. SEWER ☐ SEPTIC TANK ☒ N/A ☐
(choose one)
15. CITY WATER ☒ PRIVATE WELL ☐ N/A ☐
(choose one)
16. ELECTRICITY ☒ GAS ☒ OTHER UTILITY ☐
(specify in remarks)
17. _____
REMARKS

SAMPLE PLOT PLAN

(numbers do not represent required setbacks)



PLOT PLAN



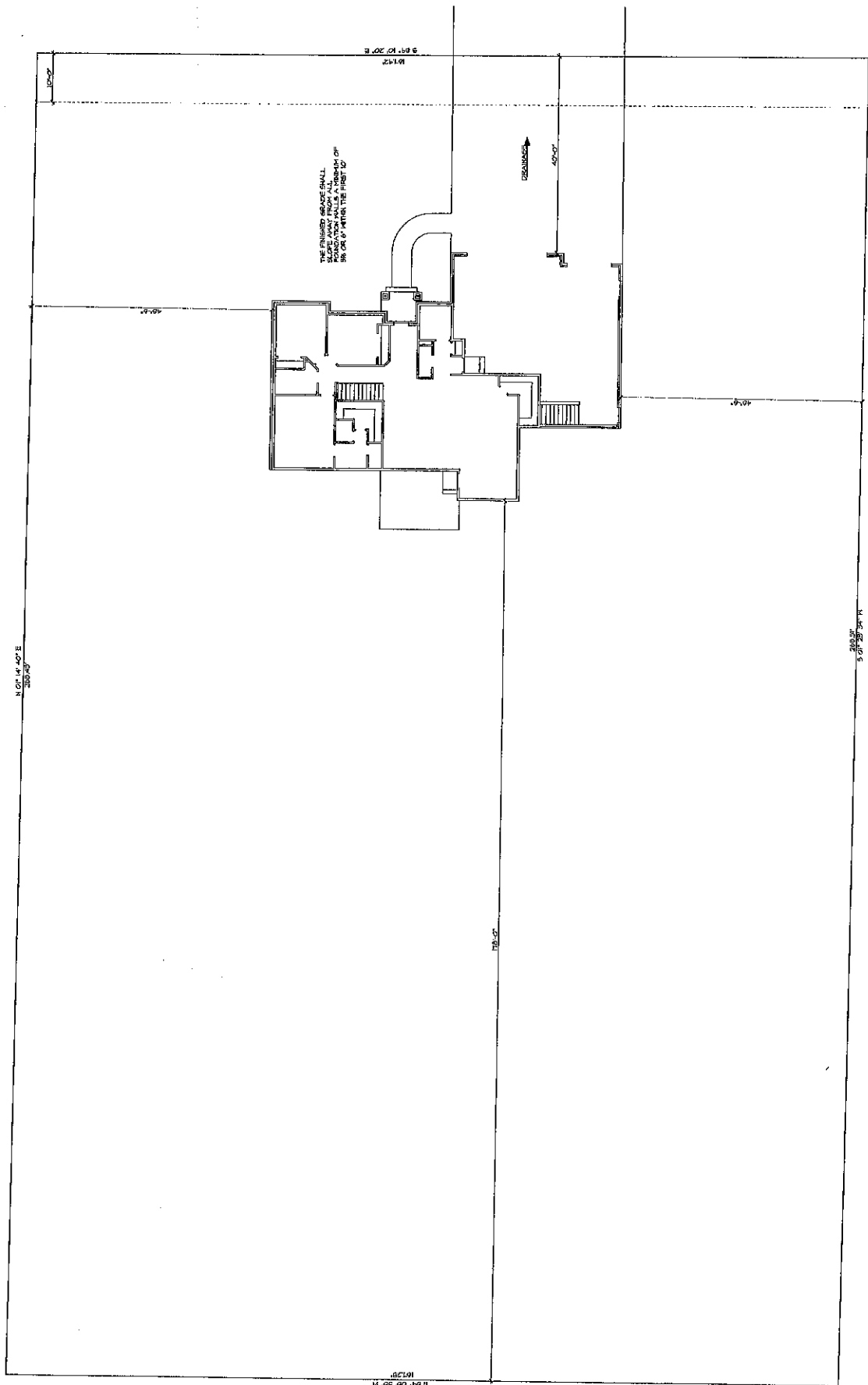
APPROVED - PLANNING AND ZONING _____ DATE _____

FEES PAID - TREASURER _____ DATE _____

This property is being approved for building permit issuance as indicated above. Any change in the type or placement of the structure is not allowed. This clearance is not a waiver of compliance with either the zoning ordinance or the building codes. Millville City Form 101 - 15 Nov. 2003 (previous edition is obsolete)



Lot Plan
170 E 100 South Street
Lot 3 Milville Acres
Milville, VT
SCALE: 1"=10'-0"



THESE PLANS ARE PREPARED BY THE ARCHITECT AND ARE NOT TO BE USED FOR ANY OTHER PURPOSE. THE ARCHITECT ASSUMES NO LIABILITY FOR ANY DAMAGE OR INJURY TO PERSONS OR PROPERTY ARISING FROM THE USE OF THESE PLANS. THE ARCHITECT'S RESPONSIBILITY IS LIMITED TO THE DESIGN OF THE BUILDING AND ITS STRUCTURE. THE ARCHITECT DOES NOT WARRANT THE ACCURACY OF ANY INFORMATION PROVIDED BY OTHERS. THE ARCHITECT'S SERVICES ARE LIMITED TO THE DESIGN OF THE BUILDING AND ITS STRUCTURE. THE ARCHITECT DOES NOT WARRANT THE ACCURACY OF ANY INFORMATION PROVIDED BY OTHERS. THE ARCHITECT'S SERVICES ARE LIMITED TO THE DESIGN OF THE BUILDING AND ITS STRUCTURE. THE ARCHITECT DOES NOT WARRANT THE ACCURACY OF ANY INFORMATION PROVIDED BY OTHERS.

River Hawk Subdivision

Corey Twedt <ctwedt@gmail.com>

Wed, Dec 1, 2021 at 5:03 PM

To: Lance Houser <lhouser@fransoncivil.com>, Chad Brown <cbrown@fransoncivil.com>, Kara Everton <kara.everton@gmail.com>, Garrett Greenhalgh <garrett.gpd@gmail.com>

Cc: David Hair <dshair2@hotmail.com>, Ryan Zollinger <ryan@zollingerllc.com>

Hi Everyone,

We have a bit of a strange situation. This is a little before my time too, so I'm trying to piece things together.

When the High School was built, there was a subdivision created called the River Hawk Subdivision. The plat is attached. You will see that Nibley and pretty much everyone else has signed it. There were a few straggling issues that needed to be resolved before it was approved by the Millville City Council that never got done. Nibley is pushing to get this finalized (which is great). I have had some calls with the School District and they kicked the engineer in the butt. We tried this before, but couldn't get anywhere. The main thing that we were missing was the transfer of 4.5 water shares from the School District to the City. Lance Anderson brought me the certificate for the shares yesterday. Now we just need to figure out what is needed to finish this up on our side. I am trying to track down the mylar right now, but I haven't found it yet. I'm not sure if it ever came to Millville, but I will keep hunting.

Here are my questions for Lance and Chad B.:

1. JUB were the original engineers. Is it possible for you to meet with Lance Anderson, review the mylar, etc. and then sign off on this thing?
2. It seems strange to me that the Mylar doesn't show the City boundaries. Lance A. said it wasn't needed. Thoughts?

Question for everyone:

What should be the process on this thing at this point. What reviews should be done? Should it go through P&Z reviews or do we just skip to final approval at City Council?

Garrett and/or Ryan,

I think you guys were both around back then. Any concerns or things we need to think about with this?

Thanks

Corey Twedt
City Recorder

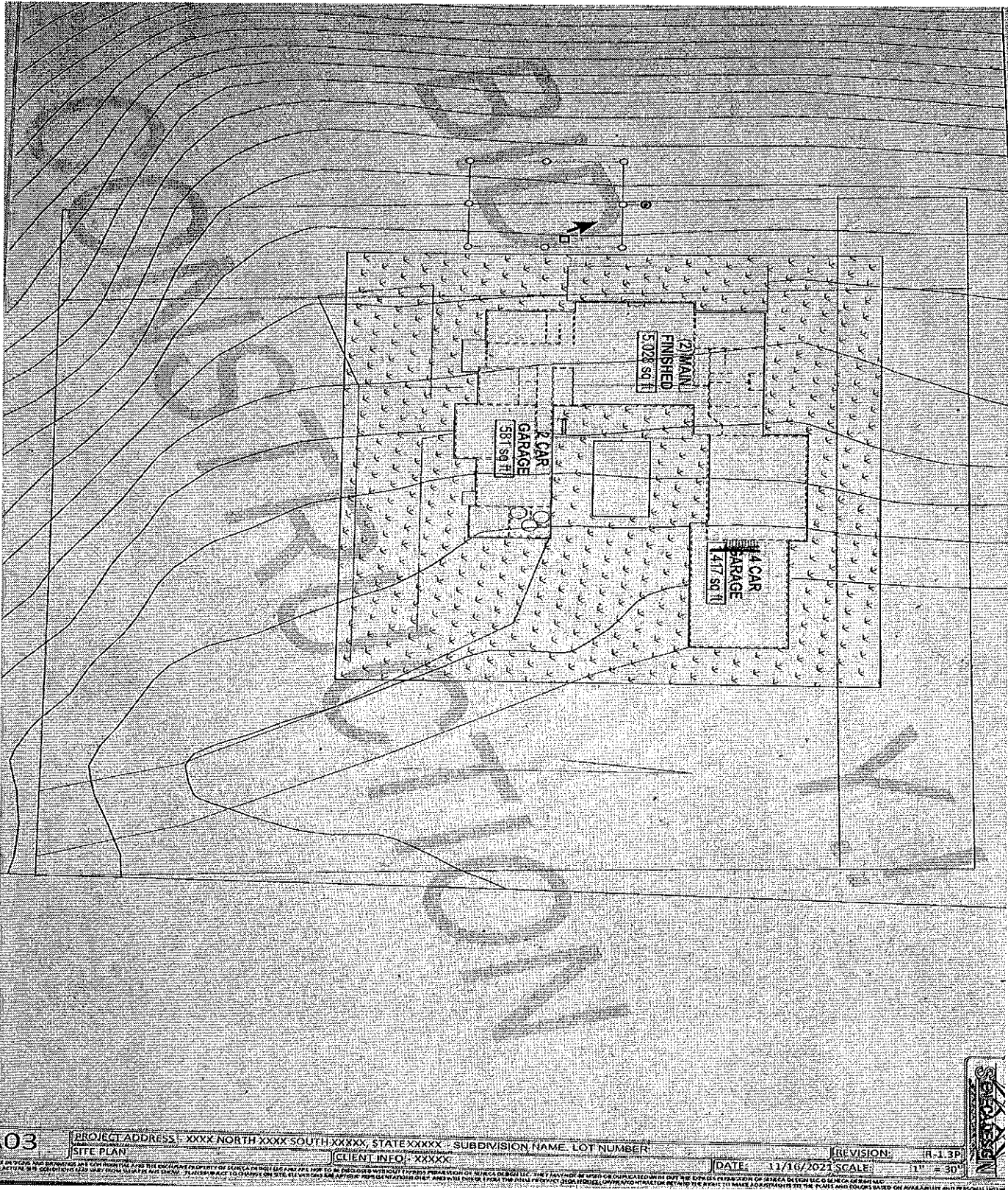
office: 435.750.0924
mobile: 435.881.2669
web: millvillecity.org

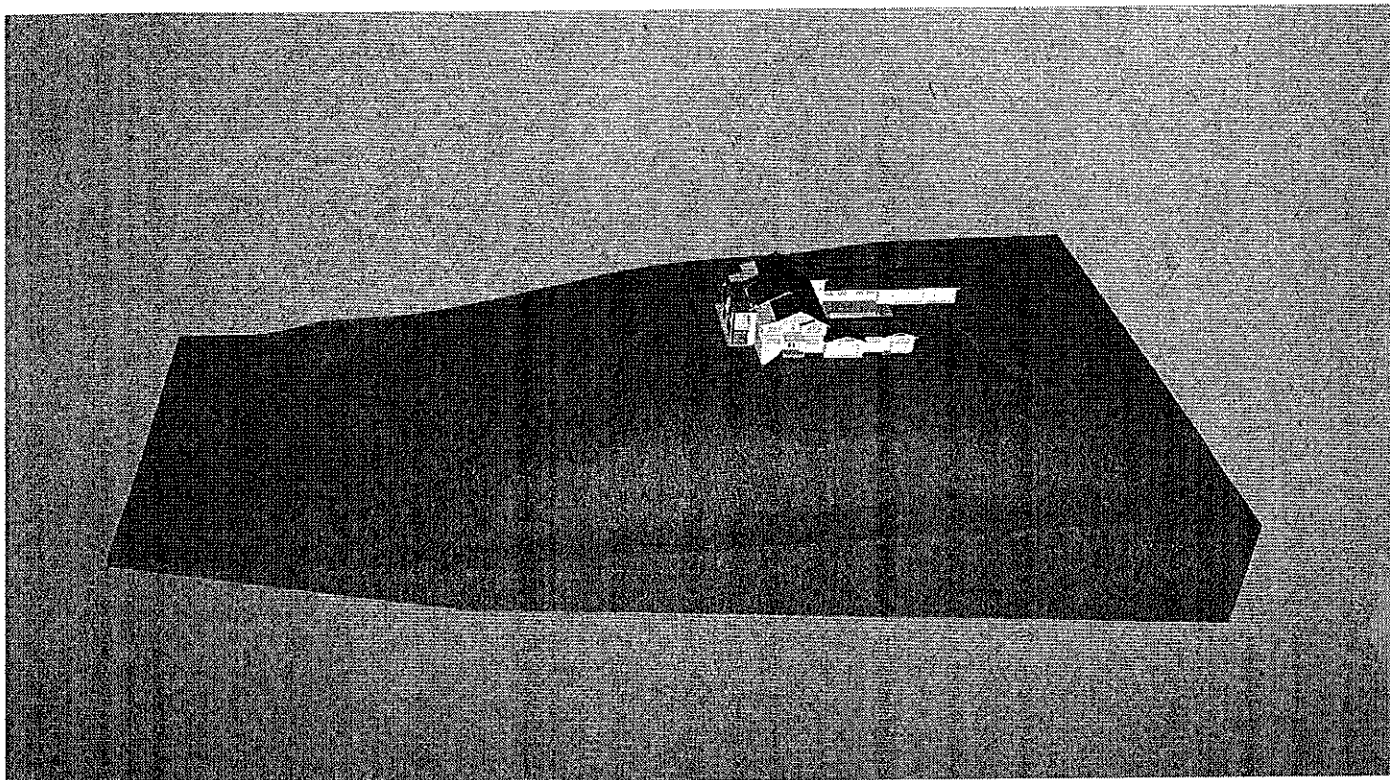
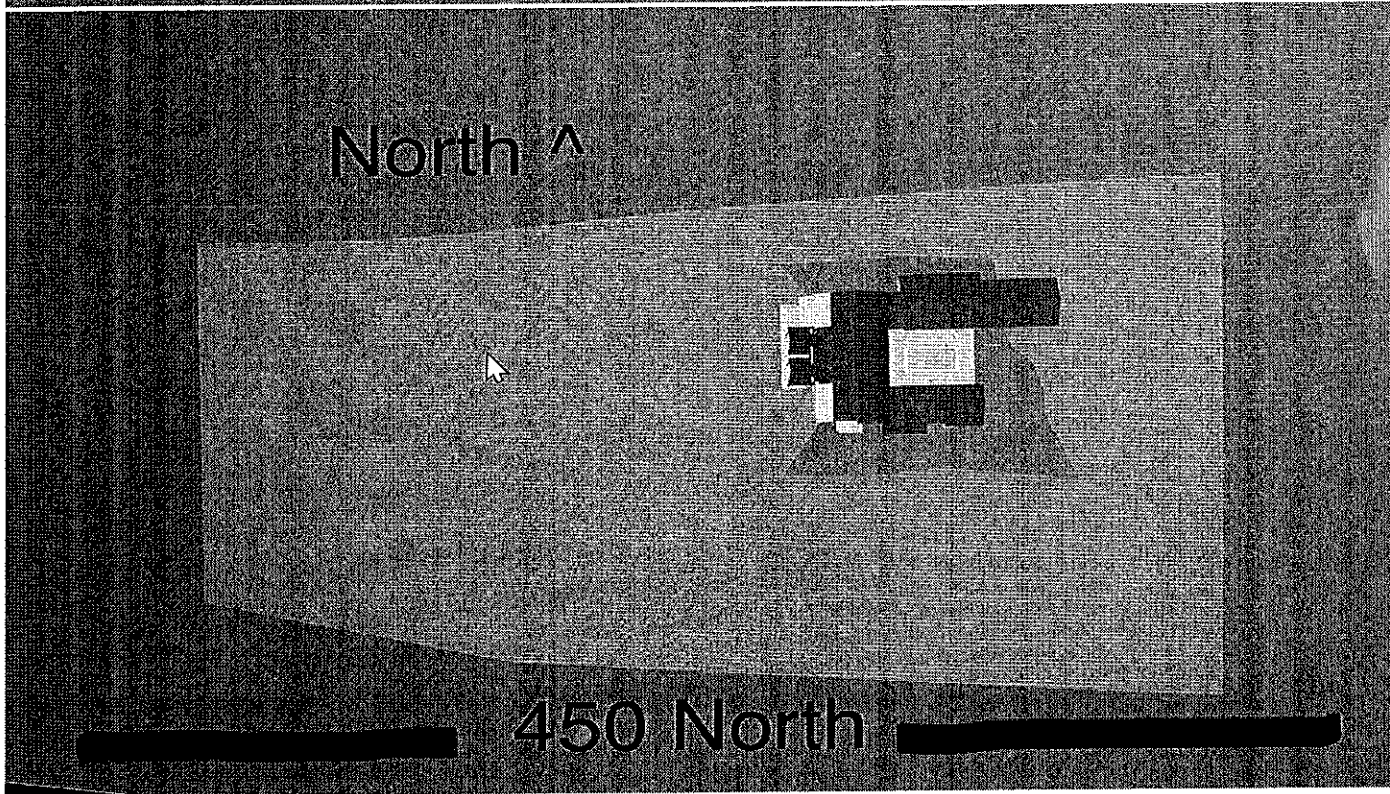


 **RiverHawk Plat.pdf**
2484K

Roger & Jamie Roundy

Parcel 02-129-0014







Subdivision Plat Recording

Under the Utah Code, certain requirements must be completed prior to the county recorder accepting a plat or subdivision plat for recordation and assignment of tax identification numbers. See Utah Code Ann. §§ 17-27a-603 (requirements for recordation of a plat), 10-9a-603 (requirements for recordation of a subdivision plat). Starting on January 1, 2022, the Cache County Recorder's Office will not accept any plat submitted for recording that does not contain all the requisite information.

In order to facilitate this change, we have attached a checklist containing the requisite items that will be reviewed by our office prior to accepting the plat for recordation. This review will only ensure that the requisite items are present prior to recordation, not for the accuracy or correctness of the requisite items. The accuracy or correctness of the requisite items are the sole responsibility of the applicant submitting the plat for recordation.

This review process can be quite lengthy; therefore, applicants of a subdivision or dedication final plat should make an appointment with the Cache County Recorder's Office. This appointment should allow for up to an hour of time for the review process. Appointments can be made by: (1) sending an email to mapping.recorder@cachecounty.org; or (2) calling the Cache County's Recorder Office at 435-755-1530. Prior to attending the appointment, the applicant may email a digital copy of the plat to the above stated email address. This would allow for a timelier review during the appointment, when the applicant should bring the mylar plat.

Please be advised that the fees associated with the recording of a plat are set by the Utah State Code. See Utah Code Ann. § 17-21-18.5. Until all fees have been paid or have been authorized to be paid electronically, the Cache County Recorder's Office will not record any plat. See Utah Code Ann. § 17-21-18. The recording fees will be charged to the record title owner of the property which is the subject of the subdivision or final local entity plat unless that individual or entity is listed in Utah Code Ann. § 63J-1-505(2)(a).

The fees for recordation of any plat are:

- \$50.00 per sheet; and
- \$2.00 for each lot or unit designation (any parcel that is not a road).

If you have any questions or concerns, please reach out to a member of our team here at the Cache County Recorder's Office.

Subdivision and Dedication Final Plat Recorder Review



Date Received: _____

Drafter: _____

Reviewer: _____

Approved by Reviewer: _____

The following checklist has been prepared by the Cache County Recorder's Office to show what items are required by the Utah State Code, and must be present prior to the Cache County Recorder's office accepting a plat for recordation. This review will only ensure that the requisite items are present prior to recordation, not for the accuracy or correctness of the requisite items. The accuracy or correctness of the requisite items are the sole responsibility of the applicant submitting the plat for recordation.

Applicants submitting a subdivision or dedication final plat should make an appointment with the Cache County Recorder's Office. This review process can be quite lengthy, and should allow for up to an hour of time. Appointments can be made by emailing mapping.recorder@cachecounty.org or calling 435-755-1530. Prior to attending the appointment, the Applicant may email a digital copy of the plat to the above stated email address. This would allow for a timelier review during the appointment.

The fees associated with the recordation of a plat are set by the Utah State Code. See Utah Code Ann. § 17-21-18.5. Until all fees have been paid or have been authorized to be paid electronically, the Cache County Recorder's Office will not record any plat. See Utah Code Ann. § 17-21-18. The recording fees will be charged to the record title owner of the property which is the subject of the subdivision or final local entity plat unless that individual or entity is listed in Utah Code Ann. § 63J-1-505(2)(a). The fees for recordation are: (1) \$50.00 per sheet; and (2) \$2.00 for each lot or unit designation (any parcel that is not a road).

Subdivision and Dedication Final Plat Recorder Review

Required for Recording			
	Drafter	Reviewer	Comments
<p>The municipality/county has approved and signed the plat. It is typically shown as a "City/County Approval" signature block on the plat.</p> <p>Utah Code Ann. §§ 10-9a-603(6)(a)(i), 17-27a-603(6)(a)(i).</p>	<p>Yes ☐</p> <p>No ☐</p> <p>NA ☐</p>	<p>Approved</p> <p>☐</p>	
<p>Each owner of record of land described on the plat must sign the Owner's Dedication as shown on the plat. The subdivision boundary cannot incorporate record title land owned by anyone other than those who execute the plat.</p> <p>Utah Code Ann. §§ 10-9a-603(6)(a)(ii), 17-27a-603(6)(a)(ii).</p>	<p>Yes ☐</p> <p>No ☐</p> <p>NA ☐</p>	<p>Approved</p> <p>☐</p>	
<p>Each instrument presented to the County Recorder for recording shall have typed or printed on it the name of each person whose signature appears on the instrument whose name is required to be indexed. The person's name shall appear just beneath that person's signature.</p> <p>Utah Code Ann. § 17-21-25(1)(a)(b).</p>	<p>Yes ☐</p> <p>No ☐</p> <p>NA ☐</p>	<p>Approved</p> <p>☐</p>	

Subdivision and Dedication Final Plat Recorder Review

<p>The signature of each owner is acknowledged by law. Appropriate acknowledgements need to be provided for each type of signer, e.g. individuals, trustees, authorized members, etc.</p> <p>Utah Code Ann. §§ 10-9a-603(6)(a)(iii), 17-27a-603(6)(a)(iii).</p>	<p>Yes ☐</p> <p>No ☐</p> <p>NA ☐</p>	<p>Approved</p> <p style="text-align: center;">☐</p>	
<p>The plat must contain a legible notarial seal, or the following information: (a) the notary signs the certificate in permanent ink; (b) the notary's name and commission number appears next to the signature; (c) the title "A notary public commissioned in Utah," appears next to the signature; and (d) the expiration date of the notary's commission is listed.</p> <p>Utah Code Ann. § 46-1-16(7).</p>	<p>Yes ☐</p> <p>No ☐</p> <p>NA ☐</p>		
<p>A person may not submit a subdivision plat to the county recorder's office for recording unless the plat has been approved by the land use authority of the: Municipality, County, or mountainous planning district. All approvals must be entered in writing on the plat by the designated officers in the "City/County Planning Commission" signature block on the plat.</p> <p>Utah Code Ann. §§ 10-9a-604(1)(b) – (c), 17-27a-604(1)(b) – (c).</p>	<p>Yes ☐</p> <p>No ☐</p> <p>NA ☐</p>		
<p>If the individual or entity submitting plat intends it to part of a community association, the plat must include language conveying to the association all common areas in the Owners Dedication.</p> <p>Utah Code Ann. §§ 10-9a-604(1)(d), 17-27a-604(1)(d), 57-8a-102.</p>	<p>Yes ☐</p> <p>No ☐</p> <p>NA ☐</p>	<p>Approved</p> <p style="text-align: center;">☐</p>	

Required for Processing			
	Drafter	Reviewer	Comments
<p>A subdivision name must be distinct from any subdivision name on a plat recorded in the county recorder's office. The name of all subdivisions of record can be checked at any time by emailing mapping.recorder@cachecounty.org or calling the county recorder's office at 435-755-1530.</p> <p>Utah Code Ann. §§ 10-9a-603(2)(a), 17-27a-603(2)(a).</p>	<p>Yes ☐</p> <p>No ☐</p> <p>NA ☐</p>	<p>Approved</p> <p style="text-align: center;">☐</p>	
<p>The boundaries, course, and dimensions of all of the parcels of ground must be present.</p> <p>Utah Code Ann. §§ 10-9a-603(2)(b), 17-27a-603(2)(b).</p>	<p>Yes ☐</p> <p>No ☐</p> <p>NA ☐</p>	<p>Approved</p> <p style="text-align: center;">☐</p>	

Subdivision and Dedication Final Plat Recorder Review

Each document that is submitted for recording to a county recorder's office must contain the legal description of the property, as a "Subdivision Boundary Description." Utah Code Ann. §17-21-20(2)(d).	Yes ☐ No ☐ NA ☐	Approved ☐	
All parcels of ground must be named, designated, or otherwise labeled in some manner. Utah Code Ann. §§ 10-9a-603(2)(b), 17-27a-603(2)(b).	Yes ☐ No ☐ NA ☐	Approved ☐	
The lot or unit numbers must be unique to the subdivision name, and should be sequentially consecutive through all phases or subsequent amendments of the subdivision. Utah Code Ann. §§ 10-9a-603(2)(c), 17-27a-603(2)(c).	Yes ☐ No ☐ NA ☐	Approved ☐	
The block or building reference for all parcels, units, or lots must be present. Utah Code Ann. §§ 10-9a-603(2)(c), 17-27a-603(2)(c).	Yes ☐ No ☐ NA ☐	Approved ☐	
Site addresses, street addresses, and street names are assigned and/or approved by the municipality/county. Utah Code Ann. §§ 10-9a-603(2)(c), 17-27a-603(2)(c).	Yes ☐ No ☐ NA ☐	Approved ☐	
Acreage or square footage must be labeled for all parcels, units, or lots. Utah Code Ann. §§ 10-9a-603(2)(c), 17-27a-603(2)(c).	Yes ☐ No ☐ NA ☐	Approved ☐	
The county cannot process a subdivision of a parcel in which there are taxes, interests, and penalties owing. There must be a tax clearance indicating everything has been paid. Utah Code Ann. §§ 10-9a-603(4), 17-27a-603(4).	Yes ☐ No ☐ NA ☐	Approved ☐	
The surveyor making the plat shall certify that the surveyor: (i) holds a license in accordance with state law; (ii) has completed a survey of the property described on the plat in accordance with state law and has verified all measurements; and (iii) has placed monuments as represented on the plat. Utah Code Ann. §§ 10-9a-603(6)(b), 17-27a-603(6)(b).	Yes ☐ No ☐ NA ☐	Approved ☐	

Recording Times

Under Utah Code, certain requirements must be present on a document prior to the county recorder accepting that document for recordation. When a document is submitted to the County Recorder's Office for recording, it will be received and reviewed by a member of the County Recorder's Office for compliance with recording statutes and for the proper assessment and collection of recording fees. This review of submitted documents for recording can take time to process depending on the size and content of the document.

The County Recorder's Office closes at 5:00 p.m., and no documents can be reviewed or recorded after that time. Submitting documents for recordation near closing time does not allow the County Recorder's Office enough time to properly review the documents. Additionally, this can also be compounded with multiple submissions near closing times.

In an effort to mitigate this situation and allow for proper and timely review, starting on January 1, 2022, the Cache County Recorder's Office will adhere to the following timelines for submissions for recordation:

- All subdivision or final local entity plats must be submitted by 4:00 p.m. for same-day review and recordation.
- Electronically submitted documents must be submitted by 4:45 p.m. for same-day review and recordation.
- Documents submitted in person should be submitted by 4:45 p.m. for same-day review and recordation.
- No recordation will occur after 5:00 p.m.

Documents submitted electronically for recording after the above stated deadline will automatically be added to the queue for review and recording on the next business day.

The County Recorder's Office will make every effort we can to accommodate in person submittals as close to the time of closing as possible. However, documents submitted in person after the above stated deadline may not be received for review depending on the size and complexity of the document and the review workloads at the time. In those instances, where a document cannot be received for review, the submitter will have to submit the document at a later date. The Cache County Recorder's Office will not keep, hold, or store any documents or plats overnight that are under review or have not otherwise been accepted for recordation.

If you have any questions or concerns, please reach out to a member of our team at the Cache County Recorder's Office.

MILLVILLE CITY COUNCIL MEETING
City Hall – 510 East 300 South – Millville, Utah
December 9, 2021

PRESENT: David Hair, Daniel Grange, Clay Wilker, Michael Callahan, Pamela June, Ryan Zollinger, Tara Hobbs, Chad Kendrick, Corey Twedt, Kara Everton, Eddie Walden, Chasity Tucker, Eric Weeks, Chris Coombs, Krestina Coombs, Coby Price, Lance Houser, Brad Webb, Linda Webb

Call to Order/Roll Call

Mayor David Hair called the City Council Meeting to order for December 9, 2021 at 7:00 p.m. The roll call indicated Mayor David Hair and Councilmembers Pamela June, Michael Callahan, Ryan Zollinger, Clay Wilker and Daniel Grange were in attendance. Also, Treasurer Tara Hobbs and Recorder Corey Twedt were present.

Opening Remarks/Pledge of Allegiance

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

Approval of Agenda

The agenda for the City Council Meeting of December 9, 2021 was reviewed.

Councilmember Callahan moved to approve the agenda for December 9, 2021.

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

Approval of Minutes of the Previous Meeting

The Council reviewed the minutes of the City Council Meeting for November 11, 2021.

Councilmember Callahan moved to approve the minutes for November 11, 2021.

Councilmember Zollinger seconded. Councilmember June pointed out a grammatical error which was corrected in the minutes. Councilmembers Callahan, June, Grange, Wilker and Zollinger voted yes.

Public Comment Period

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

Request for a Business License for Tucker Fitness

Chasity Tucker has submitted a request for a business license for Tucker Fitness at 765 E. 1950 S. Suite 102. She was present at the City Council Meeting and said that she wants to

bring a 24/7 gym to Cache Valley. She said that her gym would have something for everyone. Councilmember Zollinger pointed out that Chasity had purchased the space from Valley Girl Fitness which had been in that location previously.

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

Review Bids and Award Irrigation Water Leases

Recorder Twedt reviewed the bids that had been received for leasing City-owned water shares for the next four years. He said that the City would be able to award leases for everyone that had submitted a bid and that there were some water shares in excess that were still available. Recorder Twedt suggested that they post on the website and in the posting boxes about the excess shares and allow people to lease them on a first come first served basis with a set fee of \$100 per share and \$50 per half share. He said that there had been a couple of bids that exceeded this amount and suggested the City reduce those leases accordingly. The Council agreed with this plan.

Report on P & Z Meeting held November 18, 2021

Development Coordinator Kara Everton reviewed with the Council the Planning Commission's draft minutes for the meeting held November 18, 2021.

Consideration of a Resolution Accepting the 95 North Subdivision

Councilmember June reviewed with the Council the resolution to accept the 95 North Subdivision. The Council asked about the thin access to 100 West on Lot 1. Brad Webb said that the purpose of this was to maintain access to his pasture from 100 West. Councilmember Zollinger briefly discussed the minimum lot size requirement. City Engineer Lance Houser confirmed that everything on the subdivision was in compliance with City Code.

Councilmember Grange moved to approve Resolution 2021-27. Councilmember Callahan seconded. Councilmembers Callahan, June, Grange, Wilker and Zollinger voted yes. (The information is included with the minutes as Attachment "C".)

Consideration of a Resolution Accepting County Agreement for Funding the COG 550 N. Turning Lane Project

Mayor Hair reviewed with the Council the resolution to accept the Cache County Funding Agreement for the COG project for which the City applied. This project would add a right-turn lane on to 550 North for access to the highway. It was discussed that engineering fees could not be paid for with the COG grant money, but could be paid for from the City's

matching funds. This project was part of the original budget that was approved in June and August.

Councilmember Wilker moved to approve Resolution 2021-28. Councilmember June seconded. Councilmembers Callahan, June, Grange, Wilker and Zollinger voted yes. (The information is included with the minutes as Attachment “D”).

Alternative Sewer Technology

Councilmember Zollinger said that as discussed previously, he had started this review to look into the possibility of saving some costs on the sewer project. Councilmember Zollinger asked City Engineer Lance Houser to give a summary of what he found when he looked into the possibility of implementing the Orenco Systems alternative sewer technology as a portion of the Millville sewer system.

Lance said that he had been excited when he started digging into this and that he expected there to be more of a cost saving potential if Orenco were to be implemented in portion of the City. Unfortunately, that wasn’t the case. The analysis determined that using the Orenco Systems technology would be a cost increase if implemented in Millville. He reviewed his report on why this was the case. Recorder Twedt asked if the costs listed in the report included any of the legal or engineering work for the additional easements that would be required. Lance said that those costs would be in addition to those listed in the report.

Councilmember Zollinger discussed the possibility of reducing the depth of some of the sewer lines and requiring pumps in strategic locations to reduce the overall costs. The City Council had looked at this earlier in the project and determined that it would be better to stick with gravity and reduce the number of pumps needed as much as possible. This was before the construction and material costs had come in so high. Councilmember Zollinger suggested that the Council reconsider this as a possibility to reduce costs.

Recorder Twedt said that this would be good, but that just reducing depth would not be enough of a cost saving to get to an acceptable monthly sewer bill for the residents. He suggested that the Council wait until the City had enough grant money to make the project feasible and then look at the cost savings from reduced depth. Councilmember Grange said that he agreed that they should wait and then relook at depths. Councilmember Zollinger agreed that this should be done later.

Councilmember Zollinger also pointed out that there may still be some strategic portions of the City where the Orenco Systems technology could be used to cut costs. Lance Houser said that he agreed.

Mayor Hair and the City Council thanked Lance Houser for looking into this option and doing the analysis. (The report prepared by the City Engineer is included with the minutes as Attachment “E”).

River Hawk Subdivision

Recorder Twedt said that the City had now finally received the water shares for the River Hawk Subdivision from a couple of years ago. This had been the main reason for which the City had been waiting to finish up the approval process. He said that the Council should determine the level of review required for this subdivision since it was not a normal situation.

Councilmember Grange asked about the storm water drainage concerns that had come up previously. Mayor Hair said that he had looked at this. The water that was going into the field was coming from the property owner to the east when they were irrigating and not from the School property.

Councilmember Zollinger motioned to have P&Z do a final plat review at their next meeting and then have a resolution prepared for review and possible acceptance by the City Council on the meeting scheduled for December 23rd. Councilmember Grange Seconded. Councilmembers Callahan, June, Grange, Wilker and Zollinger voted yes. (The related staff report is included with the minutes as Attachment "F".)

Short-Term Rentals

Councilmember Wilker said that he appreciated Coby Price for having discussed Short-Term Rentals (STR) at the previous City Council meeting as well as having researched what had been done with the legislature concerning what cities could and could not do to restrict STR. Councilmember Wilker turned the time over to Coby to review his research.

Coby said that there had been a House Bill that would have implemented a strict ban on STR, but that it had been changed significantly before it had been passed. The version that made it into the State Code made it so that a city could not restrict the posting of an STR on a website. What this meant is that a STR posting on a website could not be the only source of information or evidence of a STR for a City to issue a citation. Coby said that this would allow for neighborhoods to self-regulate a little bit. If a city has code prohibiting STR and there aren't issues, it is likely that nothing would be done. If there is an issue, then there is something in the code that would allow for enforcement as long as the City isn't using the website listing as their evidence for the Code infraction. Coby said that Salt Lake City and Logan City are both examples of this. They both have code banning STR, but there are many within their cities. They do not have the resources to regulate these infractions, but if there are issues, they have the code in place to go after those that are causing problems.

Coby said that he would suggest the City Council deal with this now and get code in place that can be used going forward.

Mayor Hair said that Mendon and some code in place that could be reviewed and possibly used as a model. Recorder Twedt said that he would gather up code from neighboring

cities so that the Council could review what they liked and didn't like and then potentially send their notes to P&Z to create a draft of what was desired.

Mayor Hair thanked Coby for looking into this and for gathering the information. (The related staff report is included with the minutes as Attachment "G".)

South Park Pavement Middle Section

Public Works Director Chad Kendrick reminded the Council of the discussion they had previously on the need for an asphalt patch near the new walkway. Because the parking area is not in good condition, a patch would be temporary and it may make more sense to do a complete replacement at this time instead of a temporary patch.

Recorder Twedt reviewed the costs and money available in the Park Impact Fee funds. There is enough money available to do the full replacement for the middle section of the parking lot and Recorder Twedt and Director Kendrick recommended the Council go that direction.

The consensus of the Council was to proceed with the full replacement project as recommended by City Staff. Recorder Twedt said that this would be reflected on the next budget adjustment early in 2022. (The related staff report is included with the minutes as Attachment "H".)

City Reports

Director Kendrick reported that the well house building was standing and progressing as planned.

Director Kendrick said that the fence along the Humphreys property line at the South Park was now complete. They had been able to get all the way to the bushes with the budget that had been designated for this project and with the different pieces of fence and pulls they were able to locate. The fence starts on the south side with a six-foot height and then drops down to five feet after passing the Humphreys shed. They had used the fence from the softball field as well as the fence pieces that Craig Humphreys had at his home. Recorder Twedt said that he appreciated the Public Works Department and their willingness to work hard to scrap together everything they could find to make the money go as far as possible on this and everything they do. Mayor Hair said that he felt the fence looked pretty good considering they were reusing old fence.

Director Kendrick said that for landscape refunds there were some issues right now with people not being able to get garage doors due to supply shortages. Chris Coombs and Krestina Coombs were present and said that this was not in their control and they were just waiting for the garage doors to complete their building north of their house. Councilmember Grange pointed out that with the time frame allowed, in this case, the

Coombs were not yet at risk of losing their deposit. Councilmember Zollinger said that he was fine with Director Kenrick determining what was fair in these cases. The Council felt like in this case, if everything else was complete and the garage doors were on order, the deposit reimbursement could be issued now.

Councilmember Reports and Items for Future Agendas

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

Recorder Twedt said that the next scheduled City Council meeting was for December 23rd and that the Council could decide if they wanted to hold a meeting that day. He said that it would likely be a short meeting, if they have one. Recorder Twedt also said that many cities have a meeting as close to January 1st as possible following an election to swear in the new officials. The first scheduled meeting in January for Millville would be on January 13th. Recorder Twedt said that he would be out of town on the 13th, so they could either schedule a meeting for the first week in January or wait until January 27th to swear in the Mayor and two Councilmembers. Councilmember Wilker had some conflicts the first week of January. The Council decided to schedule the swear ins for January 27th. They said that they would look at what was coming up by December 23rd to determine whether or not they would cancel the meeting scheduled for January 13th.

Mayor Hair said that he had met with Karlene Hershey, who runs the Post Office a couple of times and has spent time there trying to understand why the City was receiving so many complaints. He spoke with her about the complaints and about the case that had been opened with the Postal Service concerning those complaints. In his time there, there were three things that were discussed that can be relayed to Millville residents that will help them have better service with the Post Office. First, residents should pick up their packages and mail on a more regular basis. This is especially important during the holiday season when so many packages and mail are passing through that small Post Office. Second, we should be including the PO Box number on all mail. This can be done by listing the PO number after a zero following the zip code. That will allow for the workers at the post office to know which box mail is intended for if just the street address is on the package or letter. It was discussed by the Council that this can be problematic for various reasons. Third, Mayor Hair said that the sorting machines will bend the mail if it can be bent. Having a "Do Not Bend" sticker attached won't work as it can't be read by the machines. It is important that people use proper protective packaging for anything they are shipping through the Postal Service. The Council discussed the way people are treated when they enter the Post Office and that many of the new move ins come into the City to complain about their interactions with Karleen. Councilmember Zollinger said that his main concern is that the residents do not feel welcome or comfortable when they enter the Post Office. Mayor Hair said that he is leaving the case open with the Postal Service and that they would continue to work on it to see if improvements could be made.

Adjournment

Councilmember Callahan motioned to adjourn the meeting. Councilmember Wilker seconded. Councilmembers Callahan, June, Grange, Wilker and Zollinger voted yes. The meeting adjourned at 8:49 p.m.

DRAFT