

MINUTES OF THE TOWN COUNCIL
MEETING
OF THE TOWN OF CLARKSTON

September 6, 2022
7:00 P.M.

Town Council Meeting held at the Clarkston Town Hall, 50 South Main, Clarkston, UT

Attendance: Mayor N. Craig Hidalgo

Councilmembers: Mylind Fawcett, Dan Smith,
McCall Stephensen

Town Clerk: Kristi Hidalgo

Absent: Councilmember Shaun Kurek

Public Attendance: There was no public attendance at this meeting.

1. CALL TO ORDER

Mayor Hidalgo called the Clarkston Town Council to order at 7:00 p.m. Councilmember M. Stephensen led the Pledge of Allegiance to begin the meeting.

Mayor Hidalgo addressed the minutes of the Clarkston Town Council Meeting held August 16, 2022. Councilmember M. Fawcett motioned for the Clarkston Town Council to approve and adopt the minutes of August 16, 2022. Councilmember M. Stephensen seconded the motion. All in favor "Aye". Motion carried

Mayor Hidalgo stated that in the April 2022 General Conference of the Church of Jesus Christ of Latter-day Saints President Russell M. Nelsen made the following comment: "None of us can control nations or actions of others or even members of our own families but we can control ourselves." Mayor Hidalgo apologized to Councilmember M. Stephensen and the Council for allowing frustrations to get the best of him at the last Town Council Meeting. Mayor Hidalgo stated that he wants the Council to understand that he does want feedback and that he does rely on the Council to perform his duties as mayor.

2. BUSINESS

Clarkston Town Manual of Design and Construction Standards – Chip Seal –

Mayor Hidalgo explained that the Cache County Council of Governments (COG) includes the mayors from all 19 incorporated cities in Cache County and the Cache County Executive as voting members. COG was formed to allow participation in the local option sales tax road project prioritization process. Mayor Hidalgo stated that as Chair of the Cache County Council of Governments (COG) and having been involved in the COG for several years one of the things they are now recommending to municipalities that receive COG funding for a road project is to have a chip seal done on the road within

one year after it is completed to strengthen the road. Mayor Hidalgo proposed that this same requirement be include in the Clarkston Town Design and Construction Standards Manual as follows:

Where new roadways have been constructed as part of a project/development, the Developer/Contractor shall provide a Chip Seal surface over the new asphalt after the twelve-month warranty period. Escrow funds will be held in the amount of 110% of the estimated cost of the Chip/Seal until completed and accepted by the Town.

The escrow will then be released. Should the Developer/Contractor fail to provide the Chip Seal within 6 months, the Town will contract for those services and use the escrow to cover the costs and return any balance. Should the cost of Chip Seal be in excess of the amount in escrow, the Developer/Contractor will be billed for the balance. Refer to the most recent APWA Specifications for requirements for fog seal, slurry seal or chip seal (2012 APWA Specifications Sections 32 01 13.50, 32 01 13.61 and 32 01 13.64 respectively). **See Attachment A**

Councilmember D. Smith stated that as far as being a builder himself, most towns he has been to require this. The developer has 6 months after the twelve-month warranty period to do the Chip Seal surface over the new asphalt. So, within 18 months after the completion of the subdivision the Developer should Chip Seal the road. Councilmember D. Smith said that he was in favor of Clarkston implementing this requirement. Councilmember M. Fawcett verified that the Clarkston Town New Street Construction Code had been updated and requires an asphalted road now instead of a double Chip Seal. Mayor Hidalgo said that is correct. Councilmember M. Fawcett wondered how a Chip Seal strengthens the road. Mayor Hidalgo stated that pea gravel is laid over the road and forced into the asphalt with rollers and then a fog seal coat is put on top of the gravel. Councilmember D. Smith explained that the snowplow takes off layers of the road each year and that is why the Town has to keep doing Chip Seal on the roads every now and again. Councilmember M. Fawcett stated that he was in favor of the Chip Seal requirement. Councilmember M. Stephensen stated that if it is consistent with other towns as Councilmember D. Smith has said she is in favor of it. Mayor Hidalgo stated that he was a little bit in the middle on this. He wasn't sure he wanted to put that cost onto the developer after they had just put a new road in, but he could definitely see the benefits of this for the Town. There was no further discussion. Mayor Hidalgo asked for a motion to include the Chip Seal requirement in the Clarkston Town Manual of Design and Construction Standards. Councilmember D. Fawcett made the motioned to include the Chip Seal requirement in the Clarkston Town Manual of Design and Construction Standards. Councilmember M. Stephensen seconded the motion. All in favor "Aye". Motion carried

Verizon Tower Update – Mayor Hidalgo reported that he had Northern Title Company do a Quit Claim Deed so a parcel number could be assigned to the town yard located at 300 West Center Street next to the Questar Gas pipelines. Mayor Hidalgo said that he took it to the Cache County Recorder's Office to be recorded and the Cache County Recorder rejected it. Mayor Hidalgo stated that he contacted the town attorney Seth Tait and was

told that the recorder had no authority to reject the Quit Claim Deed and deny a parcel number. Mr. Tait is looking into the situation.

3. DEPARTMENTS

Garbage Collection – Mayor Hidalgo stated that the Request for Proposal (RFP) had been sent out to interested waste management companies and bids should be back by September 9, 2022. The group has come to a consensus on what the Executive Committee Board will look like. It will be a nine-member board. The board will have signature authority only. They will not have any tax authority at this time. Cache County Attorney John Luthy will be putting together an Interlocal Agreement that will be approved by each participating municipality. Mayor Hidalgo said that he should have a presentation on what the garbage collection is going to look like by the next Town Council Meeting to be held September 20, 2022.

Town Hall Project – Mayor Hidalgo reported that all the engineering had been signed off and stamped. Mayor Hidalgo said that he would be putting together a Request for Bid. The Request for Bid would be posted on the Clarkston Website, Clarkston Facebook Page, Public Notice Website, at the Post Office and the Town Hall. The Town needs three bids for the project.

Councilmember M. Fawcett – Water Department – Councilmember M. Fawcett wondered if the Town had received American Rescue Plan Act (ARPA) funding yet. Mayor Hidalgo responded that we have and that he had asked Water Operator Bryan Goodsell to move forward with the SCADA System Update. Some of the ARPA money the Town received has been allocated for that project.

Councilmember D. Smith – Roads Department – Mayor Hidalgo reported that Roads Supervisor David Hale had the snowplow serviced and it is ready to go. Mayor Hidalgo recommended that all the roads department equipment be checked to make sure it is ready before winter.

Councilmember M. Stephensen - August Warrant List – Councilmember M. Stephensen presented the Warrant List for August 2022. Mayor Hidalgo referenced the road department expenditures and stated that the weed spraying for \$300 should be charged to the cemetery department not the roads department. Mayor Hidalgo had the Cache County Vegetation Control Department come and spray the cemetery expansion area for weeds. The Councilmember D. Smith motioned for the Clarkston Town Council to approve the Warrant List as read with the aforementioned correction. Councilmember M. Fawcett seconded the motion. All in favor “Aye.” Motion carried

Youth Council – Councilmember M. Stephensen reported that she would be attending a Youth Council Conference in Herriman on September 24, 2022.

Harvest Festival – Councilmember M. Stephensen stated that she would not be able to pull off an entire Harvest Festival but may do some kind of 5K race to raise funds for the new town hall.

4. RELEVANT BUSINESS

Next Meeting – The next Town Council Meeting will be held on Tuesday September 20, 2022 at 7:00 pm.

5. ADJOURN

There being no further business to come before the Council, Councilmember D. Smith motioned that the Clarkston Town Council Meeting adjourn. Councilmember M. Fawcett seconded the motion. All members present voted “Aye.” Motion carried. The meeting adjourned at 7:25 p.m.

Town Clerk

Attachment A

The warranty deposit may be made separately or with the security for performance agreement. In any event, the warranty deposit, shall be made prior to the signing of the final plat by the mayor and Town recorder.

Additionally, the Contractor shall make all repairs to and maintain the improvements and every part thereof in good condition during that warrantee period at no cost to the Town.

The Developer/Contractor will be responsible to see that the backfilling and compaction are properly and adequately done. Settlement of trenches within a period of one (1) year after final acceptance of the project shall be considered incontrovertible evidence of inadequate compaction, and the Developer/Contractor shall be responsible for correcting the condition in accordance with the provisions of these standards and specifications.

Where new roadways have been constructed as part of a project/development, the Developer/Contractor shall provide a Chip Seal surface over the new asphalt after the twelve-month warranty period. The Chip Seal surface must be completed within 6 months of the end of the warranty period. Escrow funds will be held in the amount of 125% of the estimated cost of the Chip Seal until completed and accepted by the Town.

The escrow will then be released. Should the Developer/Contractor fail to provide the Chip Seal within 6 months, the Town will contract for those services and use the escrow to cover costs and return any balance. Should the cost of Chip Seal be in excess of the amount in escrow, the Developer/contractor will be billed for the balance. Refer to the most recent APWA Specifications for requirements for fog seal, slurry seal or chip seal (2012 APWA Specifications Sections 32 01 13.50, 32 01 13.61 and 32 01 13.64 respectively).

1.13 ENVIRONMENTAL SAFETY

It shall be the responsibility of the contractor to observe all best practices relative to ensuring a positive and non-hazardous environmental climate during all phases of construction.

Concrete washout point or points shall be established only after consultation with Clarkston Town or the Clarkston Town Engineer to ensure that no conflict exists with well or spring protection ordinance(s). Unauthorized concrete washouts will be prosecuted as a Class B misdemeanor due to possible contamination of the aquifer. This shall apply to both the operator and the respective company.

The developer or contractor must dispose of the residue concrete and/or concrete by-products upon completion of the project. Any petroleum-based spills in excess of the equivalent of one liquid quart must be immediately reported to the Town. The use of pesticides or herbicides is prohibited without prior clearance from the Town.

1.14 DEVELOPMENT SAFETY

It shall be the responsibility of the developer and/or developer's representative to maintain and enforce all federal, state and local safety codes involved with the development.

All excavations shall be conducted in a manner resulting in a minimum amount of interference or interruption of street or pedestrian traffic. Inconvenience to residents and businesses fronting on the Public Way shall be minimized. Suitable, adequate and sufficient barricades and/or other structures will

Report Criteria:

Invoices with totals above \$0.00 included.
Only paid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
GENERAL FUND							
ADMINISTRATION							
10-44-220 MILEAGE							
440	KRISTI HIDALGO	082222	Mileage	08/22/2022	90.62	90.62	08/22/2022
10-44-230 TRAVEL & TRAINING							
869	CARDMEMBER SERVICE	083122	UMCA FALL CONFERENCE	07/18/2022	225.00	225.00	08/31/2022
10-44-240 OFFICE SUPPLIES & EXPENSE							
869	CARDMEMBER SERVICE	083122	MISC.	07/18/2022	12.24	12.24	08/31/2022
10-44-270 UTILITIES							
657	ALLTECH	ATD-25424	PHONE SERVICE - TOWN HALL	08/12/2022	36.48	36.48	08/22/2022
657	ALLTECH	ATD-25424	FAX SERVICE	08/12/2022	25.00	25.00	08/22/2022
246	COMCAST	080822	INTERNET	07/22/2022	70.60	70.60	08/08/2022
189	DOMINION ENERGY	080822	UTILITIES	07/22/2022	7.20	7.20	08/08/2022
189	DOMINION ENERGY	083122	UTILITIES	08/22/2022	7.20	7.20	08/31/2022
219	ROCKY MOUNTAIN POWER	080822	UTILITIES	08/12/2022	80.28	80.28	08/22/2022
10-44-280 PLANNING & ZONING							
511	KEVIN BUTTARS	080822	Bond Refund	08/08/2022	500.00	500.00	08/08/2022
10-44-305 LEGAL/PROFESSIONAL							
272	STEVEN R. MISENER, CPA	52667	QUARTERLY REPORTS	07/14/2022	205.00	205.00	08/22/2022
10-44-320 E911 FEES							
685	LOGAN CITY	082222	911 FEE	08/17/2022	819.00	819.00	08/22/2022
10-44-330 SANITATION COLLECTION FEES							
685	LOGAN CITY	082222	SANITATION	08/17/2022	5,113.66	5,113.66	08/22/2022
10-44-620 MISC SUPPLIES/SERVICES							
869	CARDMEMBER SERVICE	083122	PRINTER INK	07/18/2022	614.82	614.82	08/31/2022
Total ADMINISTRATION:					7,807.10	7,807.10	
LAW ENFORCEMENT							
10-51-110 ANNUAL CONTRACT/SERVICES							
260	CACHE COUNTY CORPORATIO	6393	LAW ENFORCEMENT CONTRA	07/26/2022	7,695.00	7,695.00	08/08/2022
10-51-390 ANIMAL CONTROL							
260	CACHE COUNTY CORPORATIO	6393	ANIMAL CONTROL SERVICE CO	07/26/2022	3,200.00	3,200.00	08/08/2022
Total LAW ENFORCEMENT:					10,895.00	10,895.00	
FIRE & RESCUE							
10-53-250 FIRE & RESCUE EQUIPMENT							
302	ITTY BITTY EQUIPMENT	32243	FIRE TRUCK REPAIR	07/27/2022	3,715.93	3,715.93	08/09/2022
10-53-270 FUEL/OIL & UTILITIES							
657	ALLTECH	ATD-25424	PHONE SERVICE - FIRE DEPT.	08/12/2022	36.48	36.48	08/22/2022
246	COMCAST	080822	INTERNET	07/22/2022	70.59	70.59	08/08/2022
189	DOMINION ENERGY	080822	UTILITIES	07/22/2022	10.75	10.75	08/08/2022
189	DOMINION ENERGY	083122	UTILITIES	08/22/2022	10.06	10.06	08/31/2022
234	R. L. MILLER ENTERPRISES IN	2033	Fuel Usage	07/13/2022	112.19	112.19	08/22/2022
219	ROCKY MOUNTAIN POWER	080822	UTILITIES	08/12/2022	220.64	220.64	08/22/2022
Total FIRE & RESCUE:					4,176.64	4,176.64	
ROADS & STREETS DEPARTMENT							
10-60-250 EQUIPMENT - SUPPLY/MAINT							
833	K & B SERVICE	55705	SNOW TRUCK REPAIRS	08/29/2022	217.45	217.45	08/31/2022
10-60-255 FUEL & OIL							
189	DOMINION ENERGY	080822	UTILITIES	07/22/2022	7.20	7.20	08/08/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
189	DOMINION ENERGY	083122	UTILITIES	08/22/2022	7.20	7.20	08/31/2022
489	HALL OIL INC.	A105303	FUEL	08/02/2022	1,128.46	1,128.46	08/22/2022
10-60-350 CONTRACT SERVICES							
875	CACHE COUNTY VEGETATION	015-027-0014	WEED SPRAY	08/08/2022	300.00	300.00	08/22/2022
10-60-420 ROAD UTILITIES/STREET LIGHTS							
219	ROCKY MOUNTAIN POWER	080822	UTILITIES	08/12/2022	561.35	561.35	08/22/2022
Total ROADS & STREETS DEPARTMENT:					2,221.66	2,221.66	
PARKS & RECREATION							
10-70-250 PARK GENERAL							
855	JEREMY HIDALGO	082222	MILEAGE	08/22/2022	21.87	21.87	08/22/2022
219	ROCKY MOUNTAIN POWER	080822	UTILITIES	08/12/2022	21.97	21.97	08/22/2022
10-70-800 CONTRACT SERVICES - MOWING							
848	DISTINCTIVE LANDSCAPE	4231	LAWN CARE	08/26/2022	360.00	360.00	08/31/2022
10-70-820 CIVIC CENTER UTILITIES							
189	DOMINION ENERGY	080822	UTILITIES	07/22/2022	7.20	7.20	08/08/2022
189	DOMINION ENERGY	083122	UTILITIES	08/22/2022	7.20	7.20	08/31/2022
219	ROCKY MOUNTAIN POWER	080822	UTILITIES	08/12/2022	71.90	71.90	08/22/2022
Total PARKS & RECREATION:					490.14	490.14	
Total GENERAL FUND:					25,590.54	25,590.54	
Capital Projects Fund							
41-40-110 NEW TOWN HALL - ADMIN DEPT.							
887	BAIRDESIGN	637	NEW TOWN HALL ENGINEERIN	07/18/2022	29,600.00	29,600.00	08/08/2022
Total :					29,600.00	29,600.00	
Total Capital Projects Fund:					29,600.00	29,600.00	
WATER FUND							
WATER DEPARTMENT							
51-81-230 WATER TRAVEL & TRAINING							
869	CARDMEMBER SERVICE	083122	UMCA FALL CONFERENCE	07/18/2022	225.00	225.00	08/31/2022
51-81-240 OFFICE SUPPLIES & EXPENSE							
890	ANNETTE COTTLE	082222	WATER UTILITY REFUND	08/22/2022	29.45	29.45	08/22/2022
869	CARDMEMBER SERVICE	083122	CERTIFIED MAILINGS	07/18/2022	21.75	21.75	08/31/2022
888	TYLER ALMOND	080822	WATER ACCOUNT REFUND	08/08/2022	8.45	8.45	08/08/2022
51-81-270 UTILITIES							
219	ROCKY MOUNTAIN POWER	080822	UTILITIES	08/12/2022	86.03	86.03	08/22/2022
51-81-370 WATER SAMPLING							
114	BEAR RIVER HEALTH DEPT.	222400	WATER SAMPLING	08/01/2022	20.00	20.00	08/08/2022
129	CHEMTECH-FORD, INC.	22H2084	ANNUAL TESTING	08/29/2022	450.00	450.00	08/31/2022
51-81-610 MISCELLANEOUS SUPPLIES							
869	CARDMEMBER SERVICE	083122	PRINTER INK	07/18/2022	614.82	614.82	08/31/2022
Total WATER DEPARTMENT:					1,455.50	1,455.50	
Total WATER FUND:					1,455.50	1,455.50	
PERPETUAL CARE FUND							
PERPETUAL CARE DEPARTMENT							
71-40-710 MAINTENANCE							
889	CIRCLE B IRRIGATION	2207-155544	CEMETERY MISC.	07/22/2022	38.57	38.57	08/08/2022
594	PETERSEN PLUMBING SUPPLY	2878362	CEMETERY SUPPLIES	08/09/2022	59.69	59.69	08/22/2022

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
834	RANDY SMITH	082222	MILEAGE	08/22/2022	31.25	31.25	08/22/2022
71-40-850 CONTRACT SERVICES							
820	ERIK RAVSTEN	INV0001	CONTRACT SERVICES - CEMET	08/08/2022	120.00	120.00	08/09/2022
Total PERPETUAL CARE DEPARTMENT:					249.51	249.51	
Total PERPETUAL CARE FUND:					249.51	249.51	
Grand Totals:					56,895.55	56,895.55	

Dated: 6 Sept. 2022Mayor: N. Craig HidalgoCity Council: [Signature][Signature][Signature] City Recorder: Kristi Hidalgo

Report Criteria:

Invoices with totals above \$0.00 included.

Only paid invoices included.