

MINUTES OF A REGULAR CITY COUNCIL MEETING HELD JUNE 4, 2020, HELD ELECTRONICALLY THROUGH ZOOM VIDEO COMMUNICATIONS THE MEETING ID: 889-2932-4812 PASSWORD: 963636. HYRUM CITY HELD THIS MEETING ELECTRONICALLY IN COMPLIANCE WITH UTAH GOVERNOR GARY HERBERT'S EXECUTIVE ORDER TO SUSPEND THE ENFORCEMENT OF PROVISIONS OF UTAH CODE 52-4-207, AND RELATED STATE AGENCY ORDERS, RULES AND REGULATIONS, DUE TO INFECTIOUS DISEASE COVID-19 NOVEL CORONAVIRUS.

ANY MEMBER OF THE PUBLIC HAD THE OPPORTUNITY TO REMOTELY OBSERVE THE MEETING OR COMMENT DURING THE PUBLIC HEARING ELECTRONICALLY THROUGH ZOOM VIDEO COMMUNICATIONS WITH THE FOLLOWING LINK: <https://us02web.zoom.us/j/88929324812?pwd=ajhFMERMVnpsR0s1MG1KR3Y5V3RFZz09>

CONVENED: 6:30 P.M.

CONDUCTING: Mayor Stephanie Miller

ROLL CALL: Councilmembers Steve Adams, Jared C. Clawson, Paul C. James, Vicky McCombs, and Craig L. Rasmussen.

CALL TO ORDER: There being five members present and five members representing a quorum, Mayor Miller called the meeting to order.

OTHERS PRESENT: City Administrator Ron Salvesen, Zoning Administrator Matt Holmes, City Treasurer Todd Perkins and six citizens. City Recorder Stephanie Fricke recorded the minutes.

WELCOME: Mayor Miller welcomed everyone in attendance and invited audience participation.

APPROVAL OF MINUTES:

The minutes of May 7, 2020 were approved as written.

ACTION

Councilmember James made a motion to approve the minutes of a regular meeting held on May 7, 2020 as written. Councilmember Clawson seconded the motion and Councilmembers Adams, Clawson, James, McCombs, and Rasmussen voted aye. The motion passed.

AGENDA ADOPTION: A copy of the notice and agenda for this meeting was emailed to The Herald Journal, posted on the Utah Public Notice Website and Hyrum City's Website, provided to each member of the

governing body, and posted at the City Offices more than forty-eight hours before meeting time.

ACTION

Councilmember James made a motion to approve the agenda for the regular scheduled meeting on June 4, 2020 as written. Councilmember Clawson seconded the motion and Councilmembers Adams, Clawson, James, McCombs, and Rasmussen voted aye. The motion passed.

9. PUBLIC HEARING:

A. To receive public comment regarding:

- I. Adjustments to the 2019-20 general and enterprise operating budgets.
- II. The adoption of fiscal 2020-21 operating budgets for the General Fund, the Capital Projects Fund, the Culinary Water Fund, the Sewer Fund, the Electric Fund, the Irrigation Water Fund, and the Storm Water Fund.
- III. No transfers are being proposed from any of the Enterprise Funds to the General Fund for 2020-21.
- IV. Setting the municipal tax rate for 2020-21 (no increase is proposed).
- V. Setting salaries of elected and appointed officials and other municipal employees for 2020-21 and amending Section 2.12.010 of the Hyrum City Municipal Code.

10. SCHEDULED DELEGATIONS:

- A. Marco Lopez, Wash Away - To request a Home Occupation Business License for a mobile auto detailing business at 380 North 1025 West.
- B. Nathanael Barnhill, Blacksmith Outdoor Equipment Rental - To request a Home Occupation Business License for trailer rentals at 664 East 440 South.
- C. Tyrell Hester, Bear River Tannery - To request site plan for a tannery business at 40 West 300 North Suite D.
- D. Matt Draper, Hyrum City Electric Department - To discuss Blacksmith Hydro Plant repairs, Rocky Mountain Power Lines, and other issues.

11. INTRODUCTION AND ADOPTION OF RESOLUTIONS AND AN ORDINANCE:

- A. Resolution 20-02 - A resolution amending the 2019-

2020 General Fund, Water Fund, Sewer Fund, Electric Fund, Irrigation Fund, Storm Water Fund, Capital Projects Fund, and Library Trust Fund Operating Budgets.

- B. Resolution 20-03 - A resolution approving and adopting the Fiscal 2020-2021 Operating Budgets for Hyrum City's General Fund, Culinary Water Fund, Sewer Fund, Electric Fund, Irrigation Water Fund, Storm Water Fund, Capital Projects Fund, and Library Trust Fund.
- C. Resolution 20-04 - A resolution establishing the Municipal Certified Tax Rate for Fiscal 2020-2021.
- D. Resolution 20-05 - A resolution amending the Hyrum City Impact Fee and Connection Fee Schedule.
- E. Resolution 20-06 - A resolution setting pressurized irrigation water rates and disconnect/reconnect fees.
- F. Ordinance 20-03 - An Ordinance amending Chapter 2.12, Section 2.12.010 of the Hyrum City Municipal Code, to provide for adjustments in the salaries of officers and employees of Hyrum City.

12. OTHER BUSINESS:

- A. Delinquent Utility Accounts.
- B. Consideration and approval of a Contract with Millville City for Sewer Service
- C. Mayor and City Council reports.

13. ADJOURNMENT

PUBLIC HEARING:

TO RECEIVE PUBLIC COMMENT REGARDING: ADJUSTMENTS TO THE 2019-20 GENERAL AND ENTERPRISE OPERATING BUDGETS; THE ADOPTION OF FISCAL 2020-21 OPERATING BUDGETS FOR THE GENERAL FUND, THE CAPITAL PROJECTS FUND, THE CULINARY WATER FUND, THE SEWER FUND, THE ELECTRIC FUND, THE IRRIGATION WATER FUND, AND THE STORM WATER FUND; NO TRANSFERS ARE BEING PROPOSED FROM ANY OF THE ENTERPRISE FUNDS TO THE GENERAL FUND FOR 2020-21; SETTING THE MUNICIPAL TAX RATE FOR 2020-21 (NO INCREASE IS PROPOSED); AND SETTING SALARIES OF ELECTED AND APPOINTED OFFICIALS AND OTHER MUNICIPAL EMPLOYEES FOR 2020-21 AND AMENDING SECTION 2.12.010 OF THE HYRUM CITY MUNICIPAL CODE.

Mayor Miller presented a power point presentation of the 2020-2021 Operating Budgets proposal. The presentation included pictures of

the current fiscal year's projects and proposed projects for the coming year. The 2020-2021 budget does not include any increases in property tax rates, or utility rates; nor does it include any transfers from the utility funds to the general fund.

ACTION Councilmember James made a motion to open the public hearing at 7:23 p.m. Councilmember McCombs seconded the motion and Councilmembers Adams, Clawson, James, McCombs, and Rasmussen voted aye. The motion passed.

Mayor Miller asked for public comment. There being none Mayor Miller called for a motion to close the public hearing.

ACTION Councilmember James made a motion to close the public hearing at 7:25 p.m. Councilmember Adams seconded the motion Councilmembers Adams, Clawson, James, McCombs and Rasmussen voted aye. The motion passed.

SCHEDULED DELEGATIONS:

MARCO LOPEZ, WASH AWAY - TO REQUEST A HOME OCCUPATION BUSINESS LICENSE FOR A MOBILE AUTO DETAILING BUSINESS AT 380 NORTH 1025 WEST.

Marco Lopez requested a Home Occupation Business License for a mobile auto detailing business at 380 North 1025 West. He may have one customer's car at a time in his garage or driveway that is being detailed.

ACTION Councilmember Clawson made a motion to approve a Home Occupation Business License for Marco Lopez at 380 North 1025 West for a mobile auto detailing business with the following conditions: 1. All cleaning equipment, supplies, including truck and/or trailer be stored in the garage; and 2. No more than one vehicle being cleaned can be at the house. Councilmember Adams seconded the motion and Councilmembers Adams, Clawson, James, McCombs, and Rasmussen voted aye. The motion passed.

NATHANAEL BARNHILL, BLACKSMITH OUTDOOR EQUIPMENT RENTAL TO REQUEST A HOME OCCUPATION BUSINESS LICENSE FOR TRAILER RENTALS AT 664 EAST 440 SOUTH.

NATHANAEL BAR

Nathanael Barnhill requested a Home Occupation Business License for trailer rentals at 664 East 440 South. He will have a utility,

and dump trailer that he will rent out when he is not using them. The two trailers will be stored in the backyard and he will only have the two trailers. If there is a demand for this type of rental business and he needs additional trailers he will relocate his business to a commercial zone.

ACTION

Councilmember Rasmussen made a motion to approve a Home Occupation Business License for Nathanael Barnhill at 664 East 440 South for a trailer rental business with the following conditions: 1. Only one utility and one dump trailer for a total of two trailers can be stored on site; 2. The trailers have to be parked on concrete to the side or behind the house; and 3. If his business expands to more than two trailers that he relocate it to a commercial zone. Councilmember James seconded the motion and Councilmembers Adams, Clawson, James, McCombs, and Rasmussen voted aye. The motion passed.

TYRELL HESTER, BEAR RIVER TANNERY - TO REQUEST SITE PLAN FOR A TANNERY BUSINESS AT 40 WEST 300 NORTH SUITE D.

Zoning Administrator Matt Holmes said Tyrell Hester met with the Planning Commission on May 14 to request site plan approval for Tannery at 40 West 300 North Suite D. The Planning Commission recommended approval with no recommendations.

Tyrell Hester said he tans hides for taxidermists. The building he will be occupying is 1,600 square feet. He does not have any employees at this time, but he hopes to grow his business in the next three years to employee at least four people. There will be five or six different types of chemicals in the building usually in five-gallon increments. There will only be about 100 gallons on site at any point collectively. The business would only be open if he is there and that would normally be Monday through Saturday during daytime hours and occasionally evenings.

Zoning Administrator Matt Holmes advised that a chemical list was submitted to the Fire Chief Kevin Maughan and he approved it.

Tyrell Hester responded that there will be no public access and only light foot traffic from taxidermists dropping things off and picking up. The animals must be prepped before being brought to him so there is no retail out of this building. Everything will be stored and contained within the building.

ACTION

Councilmember Clawson made a motion to approve the Site

Plan for a Tannery Business at 40 West 300 North Suite D. Councilmember Adams seconded the motion and Councilmembers Adams, Clawson, James, McCombs, and Rasmussen voted aye. The motion passed.

MATT DRAPER, HYRUM CITY ELECTRIC DEPARTMENT - TO DISCUSS BLACKSMITH HYDRO PLANT REPAIRS, ROCKY MOUNTAIN POWER LINES, AND OTHER ISSUES.

Matt Draper, Hyrum City's Electric Department Superintendent, said Hyrum City is working on the purchasing and trading of electrical lines with Rocky Mountain Power. Hyrum City will receive electrical lines currently owned by Rocky Mountain Power that are inside Hyrum City Limits, and Rocky Mountain Power will receive electrical lines currently owned by Hyrum City that are outside Hyrum City Limits. This has been a long process because of all the government regulations. When he receives the final contracts with costs, he will bring it back to the City Council for its approval.

The Blacksmith Hydro Plant needs repairs and

The Richmond Irrigation contract will need to be renewed and asked the City Council if he should proceed with the contract to renew and present it to the City Council for its approval.

The City Council agreed to renew the Richmond Irrigation Contract for another five years.

INTRODUCTION AND ADOPTION OF RESOLUTIONS AND AN ORDINANCE:

RESOLUTION 20-02 - A RESOLUTION AMENDING THE 2019-2020 GENERAL FUND, WATER FUND, SEWER FUND, ELECTRIC FUND, IRRIGATION FUND, STORM WATER FUND, CAPITAL PROJECTS FUND, AND LIBRARY TRUST FUND OPERATING BUDGETS.

ACTION

Councilmember Rasmussen made a motion to approve Resolution 20-02 amending the 2019-2020 General Fund, Water Fund, Sewer Fund, Electric Fund, Irrigation Fund, Storm Water Fund, Capital Projects Fund, and Library Trust Fund Operating Budgets. Councilmember McCombs seconded the motion and Councilmembers Adams, Clawson, James, McCombs, and Rasmussen voted aye. The motion passed.

RESOLUTION 20-03 - A RESOLUTION APPROVING AND ADOPTING THE FISCAL 2020-2021 OPERATING BUDGETS FOR HYRUM CITY'S GENERAL FUND,

CULINARY WATER FUND, SEWER FUND, ELECTRIC FUND, IRRIGATION WATER FUND, STORM WATER FUND, CAPITAL PROJECTS FUND, AND LIBRARY TRUST FUND.

ACTION Councilmember James made a motion to approve Resolution 20-03 adopting the Fiscal 2020-2021 Operating Budgets for Hyrum City's General Fund, Culinary Water Fund, Sewer Fund, Electric Fund, Irrigation Water Fund, Storm Water Fund, Capital Projects Fund, and Library Trust Fund with the following amendments: 1. Increase Mayor's wage to \$1,500 a month; 2. Increase City Council's wage to \$500 a month; 3. Decrease the Community Progress Hyrum Royalty Pageant to \$2,500; and 4. Increase the transfer to Capital Projects Fund to \$419,781. Councilmember Adams seconded the motion and Councilmembers Adams, Clawson, James, McCombs and Rasmussen voted aye. The motion passed.

RESOLUTION 20-04 - A RESOLUTION ESTABLISHING THE MUNICIPAL CERTIFIED TAX RATE FOR FISCAL 2020-2021.

ACTION Councilmember Clawson made a motion to approve Resolution 20-04 establishing the Municipal Certified Tax Rate for Fiscal 2020-2021 at the rate proposed by Cache County (.000992). Councilmember McCombs seconded the motion and Councilmembers Adams, Clawson, James, and Rasmussen voted aye. The motion passed.

RESOLUTION 20-05 - A RESOLUTION AMENDING THE HYRUM CITY IMPACT FEE AND CONNECTION FEE SCHEDULE.

Mayor Miller said Hyrum City staff is proposing increasing: 1. Electrical connection fees for residential single family in major subdivisions to \$750.00 and mini-subdivisions to \$1,200; 2. Overhead power pole to actual cost; 3. Temporary panel connect and disconnect to \$75.00; 4. Plan review fee for new and remodel to \$75; and 5. Accessory building plan review fee to \$40.

ACTION Councilmember Rasmussen made a motion to approve Resolution 20-05 amending the Hyrum City Impact Fee and Connection Fee Schedule. Councilmember James seconded the motion and Councilmembers Adams, Clawson, James, and Rasmussen voted aye. The motion passed.

RESOLUTION 20-06 - A RESOLUTION SETTING PRESSURIZED IRRIGATION WATER RATES AND DISCONNECT/RECONNECT FEES.

City Administrator Ron Salvesen said Resolution 20-06 will allow the City to charge a reconnect and/or disconnect fee of \$200 each time the property owner requests to permanently shut-off its pressurized irrigation. This fee would help recover the cost of City Staff's time and material for going out and either disconnecting and or reconnecting the pressurized irrigation connection.

ACTION Councilmember James made a motion to not approve Resolution 20-06 setting pressurized irrigation water rates and disconnect/reconnect fees. Councilmember Rasmussen seconded the motion and Councilmembers Adams, James, and McCombs voted aye; and Councilmembers Clawson and Rasmussen voted aye. The motion to not approve Resolution 20-06 passed.

ORDINANCE 20-03 - AN ORDINANCE AMENDING CHAPTER 2.12, SECTION 2.12.010 OF THE HYRUM CITY MUNICIPAL CODE, TO PROVIDE FOR ADJUSTMENTS IN THE SALARIES OF OFFICERS AND EMPLOYEES OF HYRUM CITY.

ACTION Councilmember Clawson made a motion to adopt Ordinance 20-03 amending Chapter 2.12, Section 2.12.010 of the Hyrum City Municipal Code to provide for adjustments in the salaries of offices and employees of Hyrum City with the following amendments: 1. Mayor Monthly Salary to \$1,500; and 2. Council Member Monthly Salary to \$500. Councilmember James seconded the motion and Councilmembers Adams, Clawson, James, McCombs, and Rasmussen voted aye. The motion passed.

OTHER BUSINESS:

DELINQUENT UTILITY ACCOUNTS.

Mayor Miller reviewed the list of delinquent utility accounts. The total proposed write-off is \$4,854.52 for the Fiscal Year 2019-2020.

ACTION Councilmember Clawson made a motion to approve the list of Fiscal Year 2019-2020 Delinquent Utility Accounts in the amount of \$4,854.52 as a write-off. Councilmember James seconded the motion and Councilmembers Adams, Clawson, Clawson, James, McCombs, and Rasmussen voted aye. The motion passed.

CONSIDERATION AND APPROVAL OF A CONTRACT WITH MILLVILLE CITY FOR SEWER SERVICE.

City Administrator Ron Salvesen said Mayor Miller, Hyrum City Attorney, and himself have been working with Millville City's Mayor and attorney regarding a contract for Hyrum City to provide Millville City sewer service. The contract should be finished by next City Council Meeting and he asked if Councilmember Rasmussen would be willing to serve on the Committee to review the contract.

MAYOR AND CITY COUNCIL REPORTS.

Councilmember Adams said he would still like Hyrum City to host a food truck event but will wait until the Covid-19 numbers are lower.

Mayor Miller said she and City Administrator Ron Salvesen are monitoring the Covid-19 situation very closely and are following the recommendations of the Governor and Bear River Health Department. The Hyrum City Offices reopened this week but with the increase in cases the City Offices will most likely close again and be by appointment only.

Councilmember Rasmussen said Dave Winger contacted him about a letter he received from the City stating he was breaking City Ordinance due to a trailer that is temporarily occupied by his in-laws parked at the storage sheds he owns. Dave was upset that his in-laws were unable to park there when it is on commercial property.

Zoning Administrator Matt Holmes said the letter was sent to Dave Winger because of a complaint the City received from a neighbor. The neighbor complained that there are constant campfires, a generator is always running, and the neighbor feels their privacy is being violated. Matt included with his letter to Dave a copy of the Code and explained to him that the trailer is in a residential zone and could only be there for seven days and after seven days then they would need to request a 30 day extension from the City.

Councilmember Rasmussen said Museum Director Jami Van Huss has been working on a COVID-19 Operation Plan for the Museum. She would like to present it to the City Council at its next meeting.

Councilmember McCombs said she has been very concerned about the

Seniors getting COVID-19. The Senior Center has been closed since April and the seniors are very lonely. She has been handing out lunches once a week and with the numbers holding in place she is going to hold a picnic in the park for them.

City Administrator Ron Salvesen said Grant Nelson has volunteered to help the City with Left Hand Fork Campground. He wants to help with improvements to the campground and to ensure the campground is not being abused. He does not want paid he just wants to help Hyrum City.

Councilmember James said softball and baseball registrations are going on and games should start soon

Mayor Miller said she will meet with Hyrum City's Grand Marshal and Distinguished Citizen this next week. The City will put signs in their yards, a sign at East Park, and have their names displayed on the new Senior Center electronic sign. She will request a small bio from each of them to put in Hyrum City's newsletter.

Councilmember Clawson said he has received numerous complaints regarding Wilkinson's milk processing plant on the east side of Hyrum. The plant was annexed into the City and Hyrum City needs to investigate it. There are settling ponds that are full of maggots, flies are thick, and there is a bad stench. Zoning Administrator Matt Holmes said he would investigate it.

Councilmember James said he has been working with a local business group that is working on providing fireworks in four different areas the night of July 3rd. They are willing to contribute the money to Hyrum's fireworks which would double Hyrum's fireworks. But the fireworks would have to be held on the 3rd of July not the 4th.

The City Council agreed that if the donation would double the size of the fireworks to move it to July 3rd. The Soccer Fields and East Park will be closed and locked to encourage people to stay at home.

ADJOURNMENT:

ACTION

There being no further business before the City Council, the Council Meeting adjourned at 9:05 p.m.

Stephanie Miller
Mayor

ATTEST:

Stephanie Fricke
City Recorder

Approved: July 2, 2020
As Written