

MINUTES OF A REGULAR CITY COUNCIL MEETING HELD NOVEMBER 16, 2017,
AT THE HYRUM CITY COUNCIL CHAMBERS, 60 WEST MAIN, HYRUM, UTAH.

CONVENED: 6:30 P.M.

CONDUCTING: Mayor Stephanie Miller

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

EXCUSED: Councilmember Kath Bingham

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

OTHERS PRESENT: City Administrator Ron Salvesen, and nine citizens. City Recorder Stephanie Fricke recorded the minutes.

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

PLEDGE OF ALLEGIANCE: Councilmember Adams led the governing body and the citizens in the Pledge of Allegiance.

INVOCATION: Councilmember Clawson

APPROVAL OF MINUTES:

ACTION

Councilmember James made a motion to approve the minutes of a regular meeting on November 2, 2017 as written. Councilmember Clawson seconded the motion and Councilmembers Adams, Clawson, James, 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 November 16, 2017 as written. Councilmember Clawson seconded the motion and Councilmembers Adams, Clawson, James, and Rasmussen voted aye. The motion passed.

AGENDA

9. PUBLIC HEARING:

- A. To receive public comments regarding a proposed amendment to the Final Plat of Woodcrest Townhouses a six-plex apartment complex for lot line adjustments to allow individual ownership of apartments. This property is located at approximately 328 East 100 North.

10. SCHEDULED DELEGATIONS:

- A. Gordon Younker, Norma Miller Family Place - To request sponsorship from Hyrum City for the Norma Miller Family Place to submit a Community Development Block Grant application for funding to finish its basement.
- B. Tony Nielsen, Woodcrest Townhomes - To request approval to amend the Final Plat of Woodcrest Townhouses a six-plex apartment complex for lot line adjustments to allow individual ownership of apartments at 328 East 100 North.
- C. Jeff and Lyn Hansen, Cache Ridge Subdivision - To request Concept Plan approval for Cache Ridge Subdivision, a 60 lot single family dwelling subdivision, located at approximately 400 North to 750 North between 600 East and Highway 165.

11. INTRODUCTION AND ADOPTION OF RESOLUTIONS:

- A. Resolution 17-15 - A resolution declaring certain Hyrum City Equipment as surplus and ordering the sale or disposal thereof.
- B. Resolution 17-16 - A resolution amending Hyrum City's Sanitary Sewer Management Plan (SSMP).

12. OTHER BUSINESS:

- A. Mayor and City Council reports.
- B. Official Canvass of the 2017 General Election results.

13. ADJOURNMENT

PUBLIC COMMENT:

Mayor Miller said if a citizen has a question or would like to make a comment to please keep it under three minutes.

There being no public comment, Mayor Miller moved to the next agenda item.

PUBLIC HEARING:

TO RECEIVE PUBLIC COMMENTS REGARDING A PROPOSED AMENDMENT TO THE FINAL PLAT OF WOODCREST TOWNHOUSES A SIX-PLEX APARTMENT COMPLEX FOR LOT LINE ADJUSTMENTS TO ALLOW INDIVIDUAL OWNERSHIP OF APARTMENTS. THIS PROPERTY IS LOCATED AT APPROXIMATELY 328 EAST

100 NORTH.

Mayor Miller said Tony Nielsen is the owner of Woodcrest Townhouse Subdivision. Each unit has its own property tax number but a lot line adjustment is necessary to sell each townhouse as an individual unit.

ACTION **Councilmember James made a motion to open the public hearing at 6:33 p.m. Councilmember Clawson seconded the motion and Councilmembers Adams, Clawson, James, 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 Clawson made a motion to close the public hearing at 6:34 p.m. Councilmember Rasmussen seconded the motion Councilmembers Adams, Clawson, James, and Rasmussen voted aye. The motion passed.**

SCHEDULED DELEGATIONS:

GORDON YOUNKER, NORMA MILLER FAMILY PLACE - TO REQUEST SPONSORSHIP FROM HYRUM CITY FOR THE NORMA MILLER FAMILY PLACE TO SUBMIT A COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION FOR FUNDING TO FINISH ITS BASEMENT.

Gordon Younker said the Norma Miller Family Place in Hyrum is continuing to grow and is need of additional office space. The Norma Miller Family Place wants to apply for a CDBG Grant to help with the cost of finishing the basement in the Center. In order to apply for a CDBG Grant the City has to be willing to sponsor the application along with many other requirements. The City has to hold a public hearing to receive comments and requests for projects wanting to apply for a CDBG grant. If the City agrees to sponsor a CDBG grant application there is no guarantee the project will receive funding. CDBG grant applications are evaluated and rated based on several items and that the City needs to update, adopt, or add to its ordinances such as, a low to moderate income housing plan, project complies with goals in Hyrum City's General Plan, conservation plans for water and electricity, a plan for protecting the City's history and historical sites, a community grievance policy and procedures plan, a language access plan, requires all government buildings to be ADA compliant, etc. The more of these plans the City has adopted the higher the Family Place's CDBG grant application will score. Those applications

with the highest scores receive funding. He asked if Hyrum City would be willing to sponsor the Norma Miller Family Place's CDBG grant application again this year.

City Administrator Ron Salvesen said he has spoken with BRAG about the City sponsoring several CDBG grant applications since the Hyrum Senior Center and the Neighborhood Nonprofit Housing are considering applying for the grant also. BRAG told him the City could sponsor as many grants as it wants to, but those grants will be competing for the same funding. With every CDBG Grant the City sponsors it requires numerous hours of City staff time. The City is responsible for the accounting of these projects.

Councilmember James said he doesn't have a problem with the City sponsoring the Norma Miller Family Place's application, but he doesn't want the funding to get so watered down that the grant money is less for other projects sponsored by the City. T

Councilmember Rasmussen asked how many times the City has sponsored a CDBG grant for the Family Place and if other family place were applying for CDBG grants in other communities.

Gordon Yonker said the Family Place in Hyrum has received CDBG grant money three times. It didn't receive a CDBG grant last year and this year the Hyrum location will be on the only Family Place in Cache Valley applying for a CDBG grant.

City Administrator Ron Salvesen said the City will have to hold a public hearing to sponsor CDBG grants and the City Council can decide at that time which or all projects it wants to sponsor.

TONY NIELSEN, WOODCREST TOWNHOMES - TO REQUEST APPROVAL TO AMEND THE FINAL PLAT OF WOODCREST TOWNHOUSES A SIX-PLEX APARTMENT COMPLEX FOR LOT LINE ADJUSTMENTS TO ALLOW INDIVIDUAL OWNERSHIP OF APARTMENTS AT 328 EAST 100 NORTH.

City Administrator Ron Salvesen said on November 9, 2017 the Planning Commission recommended approval to amend the Final Plat of Woodcrest Townhouses, a six-plex apartment complex for lot line adjustments to allow individual ownership of apartments at 328 East 100 North with the following condition: 1. A legal HOA be created by Tony Nielson to address maintenance of common ground, and maintenance items with exterior siding, roofing, water billing, snow removal, etc.

Councilmember Clawson asked if this was legal to do in Hyrum City.

City Administrator Ron Salvesen said it is legal because the apartments already have separate tax identification numbers with separate legal descriptions.

Councilmember James said if the property is being sold into separate ownership then the apartments should have to meet current fire standards.

Councilmember Rasmussen said if the units are owned by separate ownership then each unit needs to have its own water meter and sewer lateral line for each unit.

Curtis Moser said he is the realtor for Tony Nielson and it has been a real challenge to find an interested buyer in these apartments. Tony has spent a lot of time and money in improvements to the apartments. He hasn't found a buyer that wants to buy the entire complex, however, there are buyers that would purchase individual townhouses for \$100,000. He didn't know if the units had separate sewer main lines.

Councilmember James said if the plat is being amended and the units are going to be individually owned then the owner has to meet current fire codes, and will need to provide proof that each unit has its own sewer lateral line, and each unit will have to have its own water meter.

ACTION

Councilmember James made a motion to table Tony Nielsen request to amend the Final Plat of Woodcrest Townhouses, a six-plex apartment complex for lot line adjustments to allow individual ownership of apartments at 328 East 100 North until the property owner can provide the following: 1. Home Owner's Association Bylaws written to cover future maintenance of common ground including exterior items, roofing, siding, water billing, snow removal, etc.; 2. If the law requires the units to meet current building and fire codes, since he is changing them from condominium units to townhomes units; 3. Provide proof that each unit has its own separate sewer lateral line; and 4. Each unit has to have its own separate water meter connection. Councilmember Clawson seconded the motion and Councilmembers Adams, Clawson, James, and Rasmussen voted aye. The motion passed.

JEFF AND LYN HANSEN, CACHE RIDGE SUBDIVISION - TO REQUEST CONCEPT PLAN APPROVAL FOR CACHE RIDGE SUBDIVISION, A 60 LOT SINGLE FAMILY DWELLING SUBDIVISION, LOCATED AT APPROXIMATELY 400 NORTH TO 750

NORTH BETWEEN 600 EAST AND HIGHWAY 165.

City Administrator Ron Salvesen said on November 9, 2017 the Planning Commission recommended approval of the Concept Plan for Cache Ridge Subdivision, a 60 lot single family dwelling subdivision, located at approximately 400 North to 750 North between 600 East and Highway 165 with the following conditions: 1. Trees can not grow to a height of more than 30 feet; 2. Dark sky lighting must be complied with; 3. Six foot vinyl fences must be installed along 600 East, and Highway 165; 4. The asphalt on 600 East be widened to a minimum of 18.5' from center of current road on development side, 5. Trees must be planted along 600 East, and Highway 165; 6. The lower road be redesigned with a right angle to 600 East; 7. Ridgecrest must not be used for a construction entrance; and 8. Annexation must be completed for Phase 3.

Lyn Hansen said she wants to develop her property and has met with the City Administrator and Planning Commission.

Mike Taylor said he is the engineer for Lyn Hansen and designed the concept plan. Phase 1 was designed to stand on its own, but the concept plan includes the plan for development of the remainder of the property.

Councilmember Rasmussen said the City can't approve or guarantee any type of development that is not in city limits. The City can only give approval for the two phases that are in current city limits. After reviewing the plan he doesn't see how Phase 1 could stand on its own if the other phases weren't completed. The culinary water line needs to be looped and a turn around space needs to be included where Phase 1 and City limits ends. The turn around is necessary to provide snow removal and emergency vehicles.

ACTION

Councilmember Clawson made a motion to approve the Concept Plan for Cache Ridge Subdivision James, a 60 lot single family dwelling subdivision, located at approximately 400 North to 750 North between 600 East and Highway 165 with the following conditions: 1. Trees can not grow to a height of more than 30 feet; 2. Dark sky lighting must be complied with; 3. Six foot vinyl fences must be installed along 600 East, and Highway 165; 4. The asphalt on 600 East be widened to a minimum of 18.5' from center of current road on development side, 5. Trees must be planted along 600 East, and Highway 165; 6. The lower road be redesigned with a right angle to 600 East; 7. Ridgecrest must not be used for a

construction entrance; 8. Annexation must be completed for Phase 3 before Phase 1 is started; 9. The 600 East intersection shown in Phase 3 needs to be completed as part of Phase 1; 10. Phase 1 road needs to be developed north of the of the 600 East intersection to allow for a turn around area for snow removal; and 11. The culinary water line needs to be looped. Councilmember Rasmussen seconded the motion and Councilmembers Adams, Clawson, James, and Rasmussen voted aye. The motion passed.

INTRODUCTION AND ADOPTION OF RESOLUTIONS:

RESOLUTION 17-15 - A RESOLUTION DECLARING CERTAIN HYRUM CITY EQUIPMENT AS SURPLUS AND ORDERING THE SALE OR DISPOSAL THEREOF.

City Administrator Ron Salvesen said the City electrical department has replaced all of the electric meters and has finally found a company willing to purchase them. T & D Surplus Inc. has offered \$1,500 for 3,000 meters. The City has received no other interest for the meters.

ACTION

Councilmember Clawson made a motion to approve Resolution 17-15 declaring certain Hyrum City Equipment as surplus and ordering the sale or disposal thereof. Councilmember James seconded the motion and Councilmembers Adams, Clawson, James, and Rasmussen voted aye. The motion passed.

RESOLUTION 17-16 - A RESOLUTION AMENDING HYRUM CITY'S SANITARY SEWER MANAGEMENT PLAN (SSMP).

Mayor Miller said Resolution 17-16 will amend the City's Sanitary Sewer Management Plan and bring it into compliance with State and Federal mandates.

ACTION

Councilmember Clawson made a motion to approve Resolution 17-16 amending Hyrum City's Sanitary Sewer Management Plan. Councilmember Adams seconded the motion and Councilmembers Adams, Clawson, James, and Rasmussen voted aye. The motion passed.

OTHER BUSINESS:

MAYOR AND CITY COUNCIL REPORTS.

Councilmember Adams said he has received complaints about trash

piles being blown into their yard on 400 East, and then a person living in a camper in a field, and water running down the west side of the road on 400 East is making a ditch.

Councilmember Rasmussen said the showing of "Cars" will be held at the Elite Hall November 17 at 7:00 p.m. People are encouraged to decorate boxes that look like cars, and bring treats. Hyrum Holidays at Hardware Ranch is December 2 from 11:00 a.m. to 2:00 p.m.

Councilmember James said the Senior Center held its annual Thanksgiving Dinner and there were over 150 people there. The Senior Center's Bazaar will be on December 1 and 2 from 9:00 a.m. to 6:00 p.m.

Councilmember Clawson said the next City Council agenda there will be an appointment to the Hyrum Library Board.

Councilmember Miller said she will start her holiday visits to the seniors in Hyrum, there are approximately 60, in December.

Hyrum City is hosting a NEMS (National Emergency Modeling System) training on Saturday, January, 20, 2018, 9:00 am - 11 am at the Hyrum Senior Center all elected officials and city supervisors will need to be in attendance.

OFFICIAL CANVASS OF THE 2017 GENERAL ELECTION RESULTS.

City Recorder Stephanie Fricke presented the 2017 General Municipal Election results and proceeded with the canvass process as outlined by state law. The General Election was held on November 7, 2017.

HYRUM CITY 2017 GENERAL ELECTION REPORT

		ALL PRECINCTS A THRU K	ALL PRECINCTS L THRU Z	TOTAL VOTES
MAYOR CANDIDATES				
4 YEAR TERM - 1 SEAT				
Stephanie Miller	Mayor	226	250	476
Total Tallied Votes		226	250	476
CITY COUNCIL CANDIDATES				
4 YEAR TERM - 2 SEATS				
Jared L. Clawson	Council	170	215	385
Cody Hugie	Council	59	74	133
Paul C. James	Council	195	200	395
Total Tallied Votes		424	489	913
CITY COUNCIL CANDIDATES				
2 YEAR TERM - 1 SEAT				
Steve Adams	Council	226	254	480
Total Tallied Votes		226	254	480

**HYRUM CITY
2017 GENERAL ELECTION**

	ALL PRECINCTS A-K	ALL PRECINCTS L-Z	TOTALS
# Persons Voting	242	267	509
# Registered Voters			3,384
Voter Response			15.04%
# Ballots Issued	231	243	474
# Valid Early/Absentee Ballots	9	19	28
# Valid Provisional Ballots	2	4	6
# Invalid Absentee/Provisional Ballots	0	1	1
# Votes Per Ballot	x4	x4	x4
# Potential Votes	968	1064	2,032

Mayor Candidates:

Stephanie Miller	226	250	476
Total Tallied Votes	226	250	476

# Votes Tallied	226	250	476
# Votes Unused or Defective	16	16	32
Total Tallied and Unused Votes	242	266	508

City Council Candidates 2 Seats 4 - Year Term:

Jared L. Clawson	170	215	385
Cody Hugie	59	74	133
Paul C. James	195	200	395
Total Tallied Votes	424	489	913

# Votes Tallied	424	489	913
# Votes Unused or Defective	60	43	103
Total Tallied and Unused Votes	484	532	1,016

City Council Candidates 2 - Year Term

Steve Adams	226	254	480
Total Tallied Votes	226	254	480

# Votes Tallied	226	254	480
# Votes Unused or Defective	16	12	28
Total Tallied and Unused Votes	242	266	508

We, the undersigned Board of Canvassers and Clerk, hereby certify the foregoing statement to be true and correct tabulation of the 2017 General Election returns as derived from the Official Canvass of Votes held this 16th day of November, 2017.

Steve Adams, Council Member

Paul C. James, Council Member

Kathy Bingham, Council Member

Craig L. Rasmussen, Council Member

Jared L. Clawson, Council Member

Stephanie Fricke, City Recorder

ACTION Councilmember James made a motion to approve the 2017 General Election Canvass Reports. Councilmember Clawson seconded the motion and Councilmembers Adams, Clawson, James, and Rasmussen voted aye.

ADJOURNMENT:

ACTION There being no further business before the City Council, the Council Meeting adjourned at 8:05 p.m.

Stephanie Miller
Mayor

ATTEST:

Stephanie Fricke
City Recorder

Approved: December 7, 2017
As written