

River Heights City

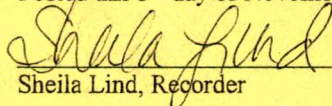
COUNCIL MEETING AGENDA

Tuesday, November 8, 2016

Notice is hereby given that the River Heights City Council will hold its regular council meeting beginning at 6:30 p.m. in the River Heights City Office Building at 520 S 500 E.

- 6:30 p.m. Opening Remarks (Wright) and Pledge of Allegiance (Smith)
- 6:35 p.m. Adoption of Previous Minutes and Agenda
Pay Bills
Finance Director Report
Purchase Requisitions
Public Works Report
Administrative Report
Public Comment
- 6:45 p.m. Review Cache Valley Transit District Proposed Bus Stop at Conservice
- 7:00 p.m. Mayor and Council Reports
- 7:20 p.m. Adjourn

Posted this 3rd day of November 2016



Sheila Lind, Recorder

In compliance with the American Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Sheila Lind, (435) 770-2061 at least 24 hours before the meeting.

River Heights City

Council Meeting

November 8, 2016

Present were: Mayor James Brackner
Council members: Doug Clausen
Robert "K" Scott
Geoff Smith
Blake Wright
Recorder Sheila Lind
Public Works Director Clayton Nelson
Finance Director Clifford Grover
Treasurer Wendy Wilker

Excused Councilmember Dixie Wilson

Others Present: Gayle Brackner, Cindy Schaub

The following motions were made during the meeting:

Motion #1

Councilmember Clausen moved to "adopt the minutes of the regular October 25, 2016 Council Meeting and the evening's agenda." Councilmember Scott seconded the motion, which passed with Clausen, Scott, Smith and Wright in favor. No one opposed. Wilson was absent.

Motion #2

Councilmember Clausen moved to "pay the bills as listed, including the bill to South Fork Hardware." Councilmember Scott seconded the motion, which passed with Clausen, Scott, Smith, and Wright in favor. No one opposed. Wilson was absent.

Motion #3

Councilmember Clausen moved to "go into a closed session." Councilmember Scott seconded the motion, which carried with Clausen, Scott, Smith and Wright in favor. No one opposed. Wilson was absent.

Motion #4

Councilmember Smith moved to "approve the minutes of the closed meeting held October 25, 2016." Councilmember Clausen seconded the motion, which carried with Clausen, Scott, Smith and Wright. No one opposed. Wilson was absent.

Proceedings of the Meeting:

The River Heights City Council met at 6:30 p.m. in the Ervin R. Crosbie Council Chambers in the River Heights City Building on Tuesday, November 8, 2016. Councilmember Wright opened the meeting with a prayer. Councilmember Smith led the group in the Pledge of Allegiance.

Adoption of Previous Minutes and Agenda: Minutes of the October 25, 2016 Council Meeting, were reviewed. Mayor Brackner informed that he planned to hold a closed session at the end of the evening's meeting to update the Council on the property acquisition discussed at the last closed meeting.

Councilmember Clausen moved to "adopt the minutes of the regular October 25, 2016 Council Meeting and the evening's agenda." Councilmember Scott seconded the motion, which passed with Clausen, Scott, Smith and Wright in favor. No one opposed. Wilson was absent.

Pay Bills: The bills were presented and discussed. Treasurer Wilker informed, she received three late bills from South Fork Hardware, totaling \$43.53, which will be split between roads, parks, water and sewer. She asked permission to add these bills to the list.

Councilmember Clausen moved to "pay the bills as listed, including the bill to South Fork Hardware." Councilmember Scott seconded the motion, which passed with Clausen, Scott, Smith and Wright in favor. No one opposed. Wilson was absent.

Finance Director Report: FD Grover discussed the city's Financial Summary Report.

Purchase Requisition: PWD Nelson asked the Council to consider a request from Christmas Décor for Christmas lights on the park tree in the amount of \$1,088.87. The bill is \$50 less than last year because of a returning customer discount. The Council approved.

Public Works Report and Discussion: PWD Nelson reported on the following:

- He and Engineer Rasmussen did a walkthrough in Saddlerock Phase Two. They have put together a punch list of 10-12 items for Dan Hogan to complete.
- They also did a walkthrough at Conservice and came up with a relatively short punch list for them. There are a few lighting issues that the mayor will discuss later in the meeting.
- Councilmember Smith asked what was happening on the 600 East sidewalk. Mr. Nelson said two sections are being repaired in two different places in relation to the recent 600 East Road Project.
- Councilmember Smith asked why water seeps out of the road on 600 East. Mr. Nelson responded that it happens when it rains and isn't sure why. A compaction test will be done to make sure the road is stable.

Administrative Report: Recorder Lind reported she and Councilmember Wright have come up with a Temporary Use Application (as referred to in city code). Mr. Wright explained the permit would be used for temporary events held in the city, such as races or even Apple Days. Ms. Lind suggested an application fee be adopted at the next meeting. The Council felt \$25 would be a good amount and agreed to adopt it at the next meeting. Recorder Lind will call the county to see if applicants need to apply in River Heights if they've already applied to the County.

Public Comment: There was none.

Review Cache Valley Transit District Proposed Bus Stop at Conservice: PWD Nelson said the CVTD called him to see if they could have a bus stop on 100 East at Conservice. He didn't feel he should make this decision himself so he brought it to the Council. Councilmember Wright said Brent Skinner (of Wasatch Properties) was pleased to hear about it. The Council felt supportive of having it in River Heights and liked the location. Mr. Nelson will respond to the CVTD.

92 PWD Nelson said the project manager of the solar company who installed the panels at
93 Conservice asked permission for Channel 5 to land a helicopter at their building as part of their open
94 house. The Council agreed this would be fine.

95 Mayor and Council Reports: Councilmember Smith asked PWD Nelson about Jake Bott's
96 groundwater problem. Mr. Nelson responded that he has tested it and found it is NOT culinary water.
97 He took Engineer Rasmussen up to Mr. Bott's home to look at the situation. They thought the water
98 might be coming from his roof during heavy rains. Because his soil is poor and tight, it won't take the
99 water. They suggested having the home builder remove a couple feet of the existing soil and bring in a
100 better, more porous soil. Mr. Nelson will talk to Mr. Bott again tomorrow.

101 Councilmember Smith reminded the Tree Lighting would be held on November 28 at 6:00 p.m.

102 Mayor Brackner reported that he, PWD Nelson and Councilmember Clausen met with Attorney
103 Jonathan Jenkins to discuss a few items: 1) The Heliker/Kraus conflict has been turned over to Mr.
104 Jenkins. 2) The Utah Festival Opera Company contract states the deadline for repairs of the building is
105 November 16. The UFOC has probably done about 35% of what the contract calls out. If the items
106 are not finished in two weeks, the Council can terminate their contract or let them carry on with the
107 repairs. Gary Griffin plans to be at the next meeting and will offer a schedule of completion. PWD
108 Nelson will do another walkthrough on the fire inspection items that should be fixed.

109 Mayor Brackner reported on a couple storm water issues. Regarding the Weinberger's
110 situation in Lamplighter, PWD Nelson reported he talked to the contractor doing concrete on 600 East,
111 who said he will get a bid turned in eventually. The Weinberger's contractor said he can't do it until
112 spring. Mr. Nelson agreed that waiting will bring the cost down. Mayor Brackner informed that
113 Attorney Jenkins advised the city not to offer to pay for situations such as this in the future.
114 Councilmember Clausen feels the city holds some responsibility since they need to sign off on how
stormwater will be handled.

116 At 500 East River Heights Blvd there is another storm water problem. Jack Andersen installed
117 an asphalt ridge in front of his driveway, a few years ago, to keep storm water from flowing into their
118 low driveway. Now it pools up in the road. Mr. Nelson explained the Andersen's set up, which
119 includes three driveways. He guesses years ago they were gravel, which took the storm water much
120 better than the asphalt ones. They neglected to install a swale to direct the storm water. Then they
121 built a berm to keep the water from going into their garage. The pool of water it causes is decaying the
122 city's road. Mr. Nelson suggested cutting out a section of each driveway to install a shallow swale so
123 the water would have somewhere to go. The Andersen's have asked every year for the city's help. It
124 could become an ice issue with certain conditions. Mayor Brackner asked if the city should help in
125 this situation. Councilmember Wright felt this situation might warrant city help. Mr. Nelson said
126 French drains wouldn't be allowed this close to the river. He will shoot elevations and discuss the
127 situation with Engineer Rasmussen. Councilmember Clausen would like some cost estimates. Mr.
128 Nelson will report his findings at the next meeting.

129 Mayor Brackner reported on a meeting held last week with residents north of the Conservice
130 building, representatives of Conservice, himself, PWD Nelson and Councilmember Wright. The
131 residents were asked to voice their concerns with the light intrusions. They were also given an
132 opportunity to suggest remedies, such as blinds, shields and less hours of lights on. The meeting
133 turned out very positive. Conservice representatives will take the recommendations to those in charge
134 of the building and then report back. Mr. Nelson said Engineer Rasmussen informed him the outdoor
135 lights should all have shields by now, based on a conversation with them earlier in the development.
136 He will talk with them about it again.

137 Mayor Brackner reported that Engineer Rasmussen hasn't completed the city's impact fees
138 analysis and asked for an extension of the building moratorium. He believes the study will be done in
139 two months. A hearing will be scheduled for the next meeting to enact a moratorium on building.

140 Mayor Brackner brought up the Saddlerock street lights. The city is responsible for Phase One,
141 Dan Hogan is responsible for Phase Two. The city has a bid for 8 lights, which is for both phases. Mr.
142 Hogan is resisting payment and wants to discuss it with the mayor. Engineer Rasmussen will research
143 his correspondence with Mr. Hogan to prove that he knew about his commitment to the LED street
144 lights in Phase Two. Mayor Brackner asked the Council if he could tell Mr. Hogan to order his own
145 lights (if he orders with the city he will get a discount). Councilmember Wright felt that was fine, as
146 long as Mr. Hogan orders lights the city approves of. Councilmember Clausen asked if they are
147 confident that Mr. Hogan must install LED lights. Mayor Brackner said his contract states he will
148 follow city standards. PWD Nelson said the standards were set when Conservice was built. It was
149 unsure whether these standards were adopted at that time. Engineer Rasmussen and Mr. Hogan have
150 conversed about this by email a while ago. Mr. Clausen suggested finding out from Mr. Hogan which
151 lights he will order, have Engineer Rasmussen approve them and then the city order the same ones.
152 Mr. Nelson said the city should only have one standard, which Mr. Hogan needs to conform to.
153 Engineer Rasmussen has it narrowed down to a specific one. Mr. Hogan feels an added burden and
154 wants to talk to Mayor Brackner about it.

155 Mayor Brackner informed that the city was not awarded the 700 South sidewalk grant. The
156 Council has already approved \$80,000 in capital improvements for the project, which would cover half
157 of the cost. He recommended starting in the spring on the section between 600 East and 400 East.
158 This area currently has the least amount of sidewalk and would service the most kids. Councilmember
159 Wright asked if the city could reapply for the grant later. Mayor Brackner said the state objected to the
160 cost of the project and that the city didn't own the full easement. PWD Nelson said if funds become
161 available next year, we can apply for the other half of the project.

162 PWD Nelson remembers a prior discussion about not allowing parking on 100 East after
163 Conservice was completed. He asked the councilmembers if they had a recollection of this
164 conversation. He recommended 'no parking' signs in front of the building on 100 East for visual
165 safety. He could wait until the bus stop goes in and then paint all the curb red. The Council agreed to
166 this. For now, he will paint red around the intersection.

167 Mayor Brackner informed that Nina Knowles has resigned her position on the Planning
168 Commission. He and Councilmember Wright have discussed three names of residents who they feel
169 would be good candidates. He asked the Council to submit names to him, if they had any
170 recommendations. Councilmember Wright explained, if it works out, they like to choose members
171 from different areas of the city. Currently, they don't have a representative from the west end.
172 Councilmember Smith asked if they should let residents know of the open position. Mr. Wright said
173 historically, the mayor and council have come up with names of people they feel would be qualified.
174 The mayor then asks them to serve, under advise from the council.

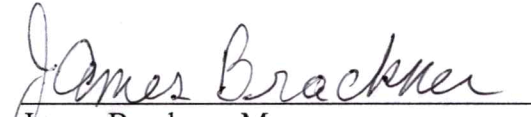
175 **Councilmember Clausen moved to "go into a closed session." Councilmember Scott**
176 **seconded the motion, which carried with Clausen, Scott, Smith and Wright in favor. No one**
177 **opposed. Wilson was absent.**

178 The Council moved into a closed session at 7:30 p.m. and returned to the open meeting at 7:34
179 p.m.

180 **Councilmember Smith moved to "approve the minutes of the closed meeting held October**
181 **25, 2016." Councilmember Clausen seconded the motion, which carried with Clausen, Scott,**
182 **Smith and Wright. No one opposed. Wilson was absent.**

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The meeting adjourned at 7:37 p.m.


James Brackner, Mayor


Sheila Lind, Recorder

River Heights City Bills To Be Paid

November 8, 2016

	Payee	Description	Admin.	P&Z	Parks/Rec	Pub. Safety	Com. Aff.	Roads	Water	Sewer	Total
1	American General Life	Annual Life Insurance Premium/Clayten			\$170.75			\$170.75	\$170.75	\$170.75	\$683.00
2	AT&T	City Cell Phones	\$110.88						\$110.75	\$110.94	\$332.57
3	Bridgerland-Cache Animal Hospital	Boarding-Reimbursed by Karen Johnson				\$35.10					\$35.10
4	Cache Valley Publishing	Public Hearing Planning Commission	\$31.36	\$36.37							\$67.73
5	Caselle, Inc.	Monthly Contract Support & Maintenance	\$91.69						\$91.66	\$91.65	\$275.00
6	Chevron & Texaco	Fuel for City Vehicles			\$38.85			\$38.86	\$38.86	\$38.86	\$155.43
7	Edge Orthodontics/Tim B. Belnap	Orthodontics/Dylan Nelson			\$375.00			\$375.00	\$375.00	\$375.00	\$1,500.00
8	Forsgren Associates, Inc.	Impact, 600 E, 700 S, 800 S			\$138.05			\$1,155.10	\$1,917.56	\$283.76	\$3,494.47
9	Freedom Mailing Services, Inc.	Bill Processing	\$134.96						\$44.99	\$44.99	\$224.94
10	G&G Niederhauser Construction Inc.	Water Leak 350 South 712 East							\$2,640.01		\$2,640.01
11	Glenn's Electric	School Zone Flasher				\$248.50					\$248.50
12	Napa Auto Parts	Vehicle Winterization & Exhaust Fluid						\$51.20	\$51.22	\$51.21	\$153.63
13	Peggy Smith	Royalty & Apple Darlings Jackets					\$266.50				\$266.50
14	Peterson Plumbing Supply	Water Valve Box for 750 S. 100 E.							\$63.98		\$63.98
15	Richard & Betsy Wagstaff	Mr. & Mrs. Santa for Tree Lighting					\$75.00				\$75.00
16	Rocky Mountain Power	Electricity	\$97.18		\$62.40	\$22.33		\$1,183.16	\$1,963.81	\$24.07	\$3,352.95
17	Sam's Club	Office Supplies	\$47.44								\$47.44
18	Sassafras Folk String Band	Apple Days Entertainment					\$300.00				\$300.00
19	Secure Instant Payments	Monthly Service Fee	\$11.65						\$11.65	\$11.65	\$34.95
20	Specialized Pest Control	Christmas Tree Lights					\$1,088.87				\$1,088.87
21	Thomas Petroleum	Fuel for City Vehicles			\$47.45			\$47.46	\$47.46	\$47.46	\$189.83
22	Thomas Singleton	Appraisal of Anna Anderson Property	\$200.00								\$200.00
23	Todd Rasmussen	Apple Days Derby Cars					\$356.37				\$356.37
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27		<i>South Fork Hardware</i>									
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Page 1 SubTotals

\$725.16 \$36.37 \$832.50 \$305.93 \$2,086.74 \$3,021.53 \$7,527.70 \$1,250.34 \$15,786.27

Page 1 Total Amount to be \$15,786.27

**River Heights City
Financial Summary
November 08, 2016**

	Cash Balance By Fund			% of Total
	09/30/16	10/31/16	Net Change	
General Fund	306,875.05	298,232.28	(8,642.77)	25.65%
Capital Projects Fund	(73,940.20)	(81,626.82)	(7,686.62)	-7.02%
Water Fund	176,452.45	136,821.21	(39,631.24)	11.77%
Sewer Fund	809,265.37	809,161.22	(104.15)	69.60%
Total Cash Balance	1,218,652.67	1,162,587.89	(56,064.78)	100.00%

Budget Summary - June 30, 2017

	YTD Actual	Annual Budget	Unexpended Budget	% Of	
				Budget Incurred	% Of Time Incurred
General Fund					
Revenue	172,639.63	633,970.00	461,330.37	27.23%	33.70%
Expenditures					
Administrative	28,697.33	154,214.00	125,516.67	18.61%	33.70%
Office	4,526.88	14,525.00	9,998.12	31.17%	33.70%
Community Affairs	9,214.31	18,300.00	9,085.69	50.35%	33.70%
Planning & Zoning	1,656.29	11,100.00	9,443.71	14.92%	33.70%
Public Safety	8,038.53	99,480.00	91,441.47	8.08%	33.70%
Roads	27,901.45	104,843.00	76,941.55	26.61%	33.70%
Parks & Recreation	18,743.83	71,446.00	52,702.17	26.23%	33.70%
Sanitation	32,679.02	124,000.00	91,320.98	26.35%	33.70%
Transfer To CP Fund	-	-	-		
Total Expenditures	131,457.64	597,908.00	466,450.36	21.99%	33.70%
Net Revenue Over Expenditures	41,181.99	36,062.00	(5,119.99)		
Capital Projects Fund					
Revenue	24.43	100.00	75.57		33.70%
Expenditures					
Administrative		28,000.00	28,000.00		33.70%
Roads	79,873.34	423,000.00	343,126.66		33.70%
Parks & Recreation	-	-	-		33.70%
Total Expenditures	79,873.34	451,000.00	371,126.66		33.70%
Net Revenue Over Expenditures	(79,848.91)	(450,900.00)	(371,051.09)		
Water Fund					
Revenue	180,930.40	333,600.00	152,669.60	54.24%	33.70%
Expenditures	135,402.04	219,213.00	83,810.96	61.77%	33.70%
Net Revenue Over Expenditures	45,528.36	114,387.00	68,858.64		
Sewer Fund					
Revenue	70,186.29	176,312.00	106,125.71	39.81%	33.70%
Expenditures	56,139.14	169,143.00	113,003.86	33.19%	33.70%
Net Revenue Over Expenditures	14,047.15	7,169.00	(6,878.15)		



Cache Valley Transit would like to place a bus stop at the new Conservice building in River Heights. The two photos above were taken from Google Earth. The building has been built since the latest update to Google Earth so the building is not present. The upper photo is a street view of the new building. The proposed stop would be in the park strip at the bottom of Conservice's building entrance. The red truck is using a pull out that can be seen in the lower picture. The lower picture has the DLD building in the top left corner of the photo and the desired location is marked with a Google Earth yellow push pin.