

River Heights City

COUNCIL MEETING AGENDA

Tuesday, December 11, 2018

Notice is hereby given that the River Heights City Council will hold its council meeting beginning at 5:15 p.m. in the River Heights City Office Building at 520 S 500 E.

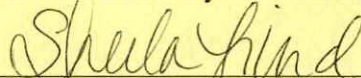
Opening Remarks (Wright) and Pledge of Allegiance (Thatcher)

Adoption of Previous Minutes and Agenda

Reports and Approval of Payments (Mayor, Council, Staff)

Adjourn

Posted this 6th day of December 2018



Sheila Lind, Recorder

Attachments for this meeting and drafts of previous meeting minutes can be found on the State's Public Notice Website (pnn.utah.gov)

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

December 11, 2018

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8 Present: Mayor Todd Rasmussen
9 Council members: Doug Clausen
10 Robert "K" Scott
11 Elaine Thatcher
12 Blake Wright
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14 Recorder Sheila Lind
15 Public Works Director Clayton Nelson
16 Finance Director Clifford Grover
17 Treasurer Wendy Wilker
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19 Excused Councilmember Dixie Wilson
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21 Others Present: None
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23 The following motions were made during the meeting:

24 Motion #1

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26 Councilmember Scott moved to "adopt the minutes of the council meeting of November 27,
27 2018 and the evening's agenda." Councilmember Clausen seconded the motion, which passed with
28 Clausen, Scott, Thatcher and Wright in favor. Wilson was absent. No one opposed.
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30 Motion #2

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32 Councilmember Clausen moved to "pay the bills as listed, with the addition of \$3,575 to
33 Westons for water shares." Councilmember Thatcher seconded the motion, which passed with
34 Clausen, Scott, Thatcher and Wright in favor. Wilson was absent. No one opposed.
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36 Proceedings of the Meeting:

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39 The River Heights City Council met at 5:15 p.m. in the Ervin R. Crosbie Council Chambers in
40 the River Heights City Building on Tuesday, December 11, 2018 for their regular council meeting.

41 Opening Remarks and Pledge of Allegiance: Councilmember Wright opened the meeting with
42 a prayer and Councilmember Thatcher led the group in the Pledge of Allegiance.

43 Adoption of Previous Minutes and Agenda: Minutes for the November 27, 2018 meeting were
44 reviewed. At the request of Councilmember Wilson, Recorder Lind read lines 128-132. The Council
45 agreed with the language.

46 Councilmember Scott moved to “adopt the minutes of the council meeting of November
47 27, 2018 and the evening’s agenda.” Councilmember Clausen seconded the motion, which
48 passed with Clausen, Scott, Thatcher and Wright in favor. Wilson was absent. No one opposed.
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50 Reports and Approval of Payments (Mayor, Council, Staff):
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52 Public Works Director Nelson

- 53 • The 700 South Sidewalk Project has been signed off for substantial completion. He and
54 Engineer Rasmussen both agreed. The final grading between the sidewalk and road will be
55 finished up when weather permits. Councilmember Thatcher asked if asphalt will be installed
56 in areas between the sidewalk and asphalt. Mr. Nelson responded that it will stay how it is now
57 because of stormwater regulations. He may need to fill in with gravel as it settles.
- 58 • Mayor Rasmussen asked Treasurer Wilker if she had pulled the financial report for him to pass
59 on to UDOT for the grant reimbursement on the 700 South sidewalk. She responded that she
60 needed to talk with Financial Director Grover first for some clarification.
- 61 • Mr. Nelson stated the Old Church has been added to the city’s insurance policy. The Opera
62 Company had surprisingly cleaned out one of the rooms in the building, so he and Cameron
63 Reed will move the Apple Days items in. He will have the locks changed on the south side to
64 fit our city keys.
- 65 • He informed that he received a door hanger at his home (in Providence) from a group
66 concerned about the life cycle residential zone and Providence’s plan. It listed some upcoming
67 meetings in Providence. He will scan and forward it to the River Heights council members for
68 their information.

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70 Finance Director Grover

- 71 • The auditor will give his report at the January 8 council meeting.
- 72 • The budgets are tracking very well.

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74 Treasurer Wilker

- 75 • She presented and answered questions regarding the list of bills to be paid.
- 76 • Councilmember Clausen reminded that he received the okay to buy (in behalf of the city) the
77 Weston water shares. They have 24.58 shares (at \$250/share). They owe the irrigation
78 company assessment for 2017 (\$1,280) and 2018 (\$1,290). The Westons have agreed the city
79 can write them a check for the shares, less the back assessments (\$3,575). The city would then
80 be billed by the irrigation company for the past assessments. Mr. Clausen requested a check be
81 approved to pay the Weston’s for the shares. Treasurer Wilker agreed to cut it but will hold it
82 until the city is in possession of the share certificates. She mentioned, this may require a copy
83 of the Weston trust, stating the sons have the authority to sell the shares. Mr. Clausen will
84 work with Weston’s to get this information and notify the irrigation company of the change in
85 shareholders.
- 86 • Ms. Wilker explained the Providence City bill (#23). She received a call from Jesse, of
87 Providence, who is under the direction of Skarlet Bankhead. He informed that River Heights
88 owes Providence \$7,000. It turns out that \$6,400 was actually a current bill that came last
89 week. Providence felt River Heights owes them \$1,000 from a couple years ago for ball
90 diamond dirt. PWD Nelson explained to her that they had an agreement to trade the dirt for
91 Providence’s use of the RH ball diamond since theirs wasn’t usable at the time. RH had also

agreed to not charge Providence for field prep. He had agreed RH would pay for part of the dirt if the cost exceeded what they felt was fair. However, Providence didn't ever notify RH that more was owed or send a bill.

Another part of the bill was for legal fees in 2016 that Mayor Brackner recognized RH was billed for but it was for tickets issued in Providence. RH overpaid \$240 to Providence before realizing what had happened. When it was discovered, Providence said they would credit it back, however, they can't show where the credit was noted. They don't issue statements, only invoices, so there's no way to know the detail of the bill. However, Jesse agrees that Providence owes RH \$240.

Ms. Wilker pointed out that every year she has to call Providence to remind them to bill RH for the library. Now, Skarlet wants to assess a \$110 late fee, which she will not remove. They agreed to reduce the \$1,000 by \$360 (an overpayment on an attorney bill that didn't belong to RH) and the \$240 RH overpaid, which leaves \$440.

Because part of this bill comes out of parks, Councilmember Wilson discussed it with FD Grover. They felt the city should not enter into any verbal agreements. The mayor and council agreed. He suggested a memo of understanding. The group felt RH wasn't being dealt with fairly, but agreed it wasn't worth fighting Providence over.

PWD Nelson was asked how the sand and salt is handled with Providence. He said they have an honor system that has worked very well. He picks up sand and salt from Providence when its needed. He records what he takes and notifies Providence monthly so they can bill RH. He was advised to get a memo of understanding in place with Providence for the price of salt.

- The Landmark bill was discussed, regarding the 700 South Sidewalk Project. The amount doesn't include retainage of \$10,609.54 which the city is holding until the project is fully completed.

Councilmember Clausen moved to “pay the bills as listed, with the addition of \$3,575 to Westons for water shares.” Councilmember Thatcher seconded the motion, which passed with Clausen, Scott, Thatcher and Wright in favor. Wilson was absent. No one opposed.

Councilmember Thatcher

- She thanked everyone for their help on the Tree Lighting Event.
- She plans to send out royalty/ambassadors' information with the next newsletter.

Councilmember Scott didn't have anything.

Councilmember Clausen

- Mr. Clausen has found out the city can apply for TAP funds for non-motorized sidewalks and trails. He talked to Engineer Rasmussen about helping the city apply for 1000 East sidewalk funds. They will specify in the application that the city will pay 50%, which will increase the likelihood of receiving funding.
- He attended a meeting put on by the Utah League. There was a lot of information about affordable housing, which RH is not subject to because of size. However, if we wanted to get involved in it, we may be able to get some funding.

Councilmember Wilson was absent.

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Councilmember Wright didn't have anything.

Recorder Lind

- She reminded newsletter submissions are due on the 15th.

Mayor Rasmussen

- He reported that the church property, east of the Stake Center (800 South 600 East) is not available for purchase. He will explain in a future email.

The meeting adjourned at 5:50 p.m.

Sheila Lind, Recorder

Todd A. Rasmussen, Mayor

River Heights City
 Financial Summary
 'November 30, 2018

Cash Balance By Fund

	10/31/18	11/30/18	Net Change	% of Total
General Fund	40,097.15	12,112.76	(27,984.39)	0.76%
Capital Projects Fund	219,103.59	181,775.40	(37,328.19)	11.43%
Water Fund	520,410.94	541,496.50	21,085.56	34.06%
Sewer Fund	847,284.94	854,524.00	7,239.06	53.75%
Total Cash Balance	1,626,896.62	1,589,908.66	(36,987.96)	100.00%

		YTD Actual	Annual Budget	Unexpended Budget	% Of Budget Incurred	% Of Time Incurred
General Fund						
Revenue		252,829.14	757,030.00	504,200.86	33.40%	41.92%
Expenditures	Administrative	57,481.24	162,050.00	104,568.76	35.47%	41.92%
	Office	5,527.92	17,120.00	11,592.08	32.29%	41.92%
	Community Affairs	8,550.80	18,400.00	9,849.20	46.47%	41.92%
	Planning & Zoning	1,205.07	8,470.00	7,264.93	14.23%	41.92%
	Public Safety	30,106.46	86,400.00	56,293.54	34.85%	41.92%
	Roads	37,363.59	104,000.00	66,636.41	35.93%	41.92%
	Parks & Recreation	23,844.80	90,800.00	66,955.20	26.26%	41.92%
	Sanitation	69,814.75	150,000.00	80,185.25	46.54%	41.92%
	Transfer To CP Fund	120,000.00	120,000.00	-	100.00%	
Total Expenditures		353,894.63	757,240.00	403,345.37	46.73%	41.92%
Net Revenue Over Expenditures		(101,065.49)	(210.00)	100,855.49		
Capital Projects Fund						
Revenue		444.14	400.00	(44.14)		41.92%
Transfer From General Fund		120,000.00	120,000.00	-		
Expenditures	Administrative		130,000.00	130,000.00		41.92%
	Parks & Recreation		152,750.00	152,750.00		41.92%
	Roads	201,518.86	757,750.00	556,231.14		41.92%
		-	-	-		41.92%
Total Expenditures		201,518.86	1,040,500.00	838,981.14		41.92%
Net Revenue Over Expenditures		(81,074.72)	(920,100.00)	(839,025.28)		
Water Fund						
Revenue		192,655.00	346,130.00	153,475.00	55.66%	41.92%
Expenditures		99,066.46	272,250.00	173,183.54	36.39%	41.92%
Net Revenue Over Expenditures		93,588.54	73,880.00	(19,708.54)		
Sewer Fund						
Revenue		122,252.27	249,500.00	127,247.73	49.00%	41.92%
Expenditures		127,010.51	310,250.00	183,239.49	40.94%	41.92%
Net Revenue Over Expenditures		(4,758.24)	(60,750.00)	(55,991.76)		

River Heights City Bills To Be Paid

12/11/2018

Payee	Description	Admin.	P&Z	Parks/Rec	Pub. Safety	Com. Aff.	Roads	Water	Sewer	Total
1 AG-Trac Enterprises	Sprinkler Winterizations			\$400.00						\$400.00
2 Al's Trophies & Frames	Royalty Framing & Photo Finishing					\$57.00				\$57.00
3 Bear River Health Department	Coliform Testing							\$40.00		\$40.00
4 Brag Area Clerks and Recorder Associati	Sheila Recorder Membership Annual	\$35.00								\$35.00
5 Cache Valley Publishing	Public Hearing Appeal Authority		\$47.22							\$47.22
6 Caselle	Monthly Contract Support	\$91.69						\$91.66	\$91.65	\$275.00
7 Chevron & Texaco	Fuel for City Vehicles			\$44.96			\$44.96	\$44.96	\$44.96	\$179.84
8 Chris Milbank	Planning Commission		\$60.00							\$60.00
9 Cinty Schaub	Planning Commission		\$60.00							\$60.00
10 Corey Kimzey	Utility Overpayment	\$16.00			\$2.00		\$3.00	\$32.75	\$19.05	\$72.80
11 Daines & Jenkins	GRAMA, Annexation, Sidewalk	\$854.00								\$854.00
12 Douglas Clausen	Mileage SLC LPC Meeting							\$89.38		\$89.38
13 Ellis Equipment	Brush Cutter Repairs						\$192.70	\$192.71		\$385.41
14 Freedom Mailing	Bill Processing	\$144.41						\$48.14	\$48.14	\$240.69
15 Heather Lehnig	Planning Commission		\$60.00							\$60.00
16 Industrial Tool And Supply	Ship Grinder Shield			\$12.61			\$12.61	\$12.61	\$12.61	\$50.44
17 Intermountain Farmers	Sidewalk Salt Melt						\$29.96			\$29.96
18 Lance Pitcher	Planning Commission		\$60.00							\$60.00
19 Landmark Companies	700 South Sidewalk						\$73,557.06			\$73,557.06
20 Noel Cooley	Planning Commission		\$60.00							\$60.00
21 Peggy Smith	Royalty Framing & Photo Finishing					\$40.41				\$40.41
22 Peterson Plumbing Supply	Upper Well House Repairs							\$220.21		\$220.21
23 Providence City	2 yrs. Prov Error Fix and Settle Up	-\$240.00		\$680.00						\$440.00
24 Rocky Mountain Power	Electricity	\$89.41		\$59.49	\$25.55		\$1,302.62	\$1,735.85	\$25.75	\$3,238.67
25 Sam's Club	Postage Stamps, Annual Member, Hot Co	\$154.94						\$33.33	\$33.33	\$221.60
26 Secure Instant Payments	Monthly Service Fee	\$13.24						\$13.23	\$13.23	\$39.70
27 Simmons, Conner	Utility Overpayment	\$33.18			\$7.13			\$57.24	\$55.70	\$153.25
28 South Fork Hardware-Logan	Shop Supplies			\$7.26			\$7.26	\$7.26	\$7.26	\$29.04
29 Utah Local Government Trust	Workers Comp Monthly/Auto Credit	\$7.81		\$11.99			\$36.60	\$46.37	\$48.80	\$151.57
30 Utah Taxpayers Association	Annual Subscription	\$50.00								\$50.00
31 Verizon Wireless	City Cell Phones	\$35.84						\$35.84	\$35.84	\$107.52
32 Xerox	Copier Usage Monthly	\$38.00						\$3,575.00		\$38.00
33 Weston Family, LLC	Water Shares							\$3,575.00		\$3,575.00
34										
35	\$250/share x 24.58 shares									
36	less 1280 for 2017 and 1290									
37	for 2018.									
38	(250 * 24.58) - (1280 + 1290)									
39	6145 - 2570 = \$3,575									
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Page 1 SubTotals

\$1,323.52 \$347.22 \$1,216.31 \$34.68 \$97.41 \$75,186.77 \$2,701.54 \$436.32 \$81,343.77