

# River Heights City

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## COUNCIL MEETING AGENDA

**Tuesday, November 12, 2019**

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.

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

Adoption of Previous Minutes and Agenda

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

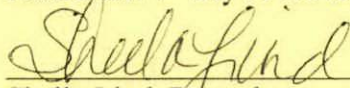
Public Comment

Election Canvas

Discuss 4-Acre Park Concept Options

Adjourn

Posted this 7<sup>th</sup> day of November 2019

  
\_\_\_\_\_  
Sheila Lind, Recorder

Attachments for this meeting and drafts of previous meeting minutes can be found on the State's Public Notice Website ([pmn.utah.gov](http://pmn.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

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## Council Meeting

November 12, 2019

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8 Present: Mayor Todd Rasmussen  
9 Council members: Doug Clausen  
10 Robert "K" Scott  
11 Elaine Thatcher  
12 Dixie Wilson  
13 Blake Wright  
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15 Recorder Sheila Lind  
16 Public Works Director Clayton Nelson  
17 Treasurer Wendy Wilker  
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19 Excused: Finance Director Clifford Grover  
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21 Others Present: Cindy Schaub, Sharlie Gallup, Heather Lehnig  
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25 The following motions were made during the meeting:  
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### 27 Motion #1

28 Councilmember Clausen moved to "adopt the minutes of the council meeting of October 22,  
29 2019 and the evening's agenda." Councilmember Wilson seconded the motion, which passed with  
30 Clausen, Scott, Thatcher, Wilson and Wright in favor. No one opposed.  
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### 32 Motion #2

33 Councilmember Clausen moved to "pay the bills as listed with the addition of the DWA and  
34 Semi-Service bills." Councilmember Thatcher seconded the motion, which passed with Clausen,  
35 Scott, Thatcher, Wilson and Wright in favor. No one opposed.  
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### 37 38 Proceedings of the Meeting: 39

40 The River Heights City Council met at 6:30 p.m. in the Ervin R. Crosbie Council Chambers in  
41 the River Heights City Building on Tuesday, November 12, 2019 for their regular council meeting.

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

44 Adoption of Previous Minutes and Agenda: Minutes for the October 22, 2019 meeting were  
45 reviewed.

46 Councilmember Clausen moved to “adopt the minutes of the council meeting of October  
47 22, 2019 and the evening’s agenda.” Councilmember Wilson seconded the motion, which passed  
48 with Clausen, Scott, Thatcher, Wilson and Wright in favor. No one opposed.  
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50 Reports and Approval of Payments (Mayor, Council, Staff):

51 Public Works Director Nelson

- 52 • The snowplow and sander have been installed on the pick-up truck.
- 53 • He discussed Saddlerock Subdivision by informing that back in June he and Engineer  
54 Rasmussen did another inspection to see what was left on the punch list to finish up the  
55 subdivision. They found multiple items, which still are not finished, including the street lights.  
56 The city has done what they were supposed to do, the rest is up to the developer. The letters of  
57 credit have expired, and the city didn’t require a bond. Engineer Rasmussen sent Dan Hogan  
58 an email (on July 3) explaining he had 45 days to finish up the items that were left. Nothing  
59 has been done. Mr. Nelson suggested the engineer send Mr. Hogan one more notice and then  
60 get the city attorney involved.

61 Mayor Rasmussen asked if Mr. Hogan had been billed for his portion of the 1000 East  
62 sidewalk yet. Mr. Nelson didn’t believe so, although he was billed for the seal coat. Recorder  
63 Lind affirmed the bill for the seal coat had been sent out but was overdue. Mr. Nelson  
64 informed there is still more to do on the roads since some of them were too dirty to have done.  
65 They are hoping to get the rest done next summer and then Mr. Hogan will be billed again. He  
66 will work on getting a bill out to Mr. Hogan for the sidewalk.

67 Mr. Nelson explained that Kendrick Electric has worked on the subdivision lights a  
68 number of times. He thinks some of them might be working by the end of the week. There are  
69 still some lights that haven’t got the bases set, which is the developers responsibility. Mayor  
70 Rasmussen asked why building permits were allowed before these items were finished up. Mr.  
71 Nelson said he didn’t want to sign the permits because he had the same concerns.  
72 Councilmember Clausen affirmed that the Council gave their permission for the permits to be  
73 signed so the builders could get started before winter. Mayor Rasmussen asked Mr. Nelson to  
74 put together the bills owed by Mr. Hogan and the items that need to be finished so they can get  
75 the attorney involved in trying to get Mr. Hogan to finish the work. Councilmember Clausen  
76 suggested Dan Hogan be notified that if the situation ends up in court he will pay the city’s  
77 court costs.

- 78 • Mr. Nelson discussed the sidewalk repairs. He was prepared to get started on the more urgent  
79 ones. He thought \$10,000 had been budgeted for sidewalks, but he can’t find it in the final  
80 budget. Councilmember Clausen said it had been budgeted for a number of years but guessed  
81 they decided not to this year. Other council members remembered they wanted it left in. Mr.  
82 Nelson asked if he should continue his plan for repairs or wait until next year. Mayor  
83 Rasmussen said it was the council’s intent to have it in the budget. He asked for a review of  
84 the previous minutes. Ms. Lind stated she and Mr. Nelson have looked. They found the budget  
85 discussions included the sidewalk repairs and some other things, which did not show up at the  
86 time the budget was adopted. Mr. Nelson suggested there may be some extra money in the  
87 Street Repairs budget (they could cut back on the 800 South repairs they had planned).  
88 Councilmember Clausen suggested using some of the money they had budgeted for 600 South  
89 repairs. Mr. Nelson clarified this project was going to repair the intersection at 600 South 750  
90 East. Mr. Rasmussen cautioned to be careful with the budget and consider only the worst

sidewalks. Councilmember Scott agreed. Mr. Nelson said they plan to work on 600 South after school gets out. They will put it out for bid in February.

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94 Finance Director Grover was absent.

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96 Treasurer Wilker

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- She presented and answered questions regarding the list of bills to be paid. Mayor Rasmussen informed a consensus had been reached on the DWA bill (for the 1000 East sidewalk) in which \$1,500 was deducted. The grand total came to 65,021.17. Ms. Wilker also asked for approval to pay Semi Service for the plow and sander, which came to \$9,407.91. The council had previously approved the PO.

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**Councilmember Clausen moved to “pay the bills as listed with the addition of the DWA and Semi-Service bills.” Councilmember Thatcher seconded the motion, which passed with Clausen, Scott, Thatcher, Wilson and Wright in favor. No one opposed.**

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Councilmember Thatcher

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- She hadn’t heard back yet from Santa. Treasurer Wilker suggested she try again because the Wagstaffs are interested in the job. The event will be held on December 2.

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Councilmember Scott

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- He handed out and discussed an Opinion of Probable Cost for the 400 South Road Project. The estimate of \$528,529.65 is for both blocks (400-600 East). The engineer is working on two smaller scale plans, which won’t include all the extras. They are planning to go out for bid the second or third week of January. PWD Nelson informed that contractors generally bid lower than the engineers estimate.

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Councilmember Clausen

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- He has received a request for the city to have a suggestion box. He would like to add a blurb in the next newsletter, encouraging residents to submit their comments by written letter or email.

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- He and PWD Nelson met with Engineer Rasmussen about water issues. One thing they discussed is the upgrade of the lower well. The budget is \$15,000 for engineering and \$200,000 for the project. The engineer thought there was a chance that the city wouldn’t need to dig a new well, which would be determined with further engineering (at a cost of around \$15,000). Councilmember Clausen felt it would be worth it if it saved them the cost of drilling another well. Mayor Rasmussen agreed. Mr. Clausen explained the reason for the project is that if the main pump fails, the two smaller pumps wouldn’t be sufficient to supply the amount of water needed for residents. The engineer has recommended an expansion of the capacity of the lower well. Mr. Nelson agreed, if the large pump went down, the others would fall behind and not be able to catch up. He guessed the lower well was last studied in 1992. Engineer Rasmussen will get someone from Salt Lake to video and do flow testing.

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Councilmember Wilson

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- She asked if the RAPZ money came in. Recorder Lind stated the grants for the tennis courts and 1000 East sidewalk have been received.

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- 135       • She asked if Treasurer Wilker was receiving the emailed Kendrick Electric bills. Ms. Wilker  
136       said she only receives them when forwarded from Ms. Wilson. Ms. Wilson will contact them  
137       and ask to have them sent directly to Ms. Wilker.  
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139       Councilmember Wright didn't have anything.  
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141       Recorder Lind didn't have anything.  
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143       Mayor Rasmussen

- 144       • He reminded of the email he sent to the council regarding the waste water rate committee's  
145       recommendations. They adopted an impact fee for all new homes which will go into effect  
146       April 1 of 2020. The city will need to hold a public hearing and then adopt the impact fee of  
147       \$2,433, which will be in addition to River Heights City's impact fees.  
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149       Public Comment: There was none

150       Election Canvas: Recorder Lind reported the provisional ballots were counted this afternoon  
151       and gave the final election results for the three open council seats as the following: Blake Wright; 264,  
152       Chris Milbank; 209, Sharlie Gallup; 171, Robert "K" Scott; 114, and Chris Cannon; 96. River Heights  
153       has two precincts, with a total of 1158 registered voters. The total number of voters in the November 5  
154       General Election was 325.

155       Discuss 4-Acre Park Concept Options: Mayor Rasmussen reported that the LDS Church is not  
156       interested in donating their property east of the church on 600 East. They said the Church is generally  
157       interested in swapping land, if possible. Wilson pointed out there is the property that the Old Church  
158       sits on. Councilmember Wright said the Church has owned the Old Church property before, as well as  
159       the 4 acre parcel by the cemetery. Both properties would not be big enough for the Church to use. He  
160       informed that the Church sold the 4 acre parcel to the city on the premise that it would become a park.  
161       He asked what the city would do with the property behind the church on 600 East. Mayor Rasmussen  
162       said it would be used as additional open space, whether or not it becomes a park.

163       Councilmember Clausen was opposed to the land swap because there are currently no plans for  
164       the property. He would like to see it stay in River Heights with a development for seniors. He pointed  
165       out the potential for the property to end up in Providence, in which case the city would lose if they had  
166       swapped it.

167       Councilmember Wright informed that the General Plan shows 4 areas designated as parks  
168       which are spread out in the city: The Stewart Hill area, Heber Olson Park, the elementary school and  
169       the designation of a future park in the Riverdale area. From a planning stand point, he likes the idea of  
170       them being spread out. He felt a buffer along Spring Creek would be nice, but doesn't feel it would be  
171       worth taking the full 10 acres for this purpose.

172       Mayor Rasmussen was unsure if Visionary would still be interested in the property. Sharlie  
173       Gallup explained the referendum for Providence residents to vote on whether they want the larger  
174       Visionary property in their city will be in 2021.

175       Councilmember Wright couldn't see any benefit to River Heights owning the property east of  
176       the church. Mayor Rasmussen agreed.

177       Councilmember Wilson informed that she and Councilmember Wright have a few concepts to  
178       present and discuss regarding the property north of the cemetery, however, they didn't have copies for  
179       the council at the evening's meeting. The council agreed that River Heights should keep this property,  
180       rather than try to swap it.

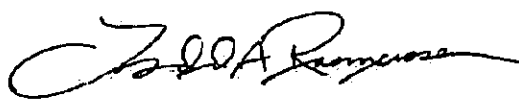
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Brooke Hansen has been giving suggestions on the property. PWD Nelson asked if anything had been decided about the one-foot protection strip, owned by Bob Davis. Mayor Rasmussen plans to discuss it with Mr. Davis soon. Mr. Nelson requested a temporary turn-around for the snowplow in this area, once the city resolves the protection strip.

Mayor Rasmussen said he would work on getting the sewer rate increases ready for adoption next year.

The meeting adjourned at 7:45 p.m.

  
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Sheila Lind, Recorder

  
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Todd A. Rasmussen, Mayor

River Heights City Bills To Be Paid

11/12/2019

	Payee	Description	Admin.	P&Z	Parks/Rec	Pub. Safety	Com. Aff.	Roads	Water	Sewer	Total
1	10-39 Online	Web/Election Information Posted	\$70.00								\$70.00
2	Bear River Health Department	Water Coliform Testing							\$40.00		\$40.00
3	Cache Valley Publishing	Elections Notice	\$30.52								\$30.52
4	Caselle	Monthly Service Fee	\$91.69						\$91.66	\$91.65	\$275.00
5	Comcast	Monthly Bill.(2 months)	\$58.74						\$58.72	\$58.72	\$176.18
6	Core & Main	Water Leak 759 South							\$533.52		\$533.52
7	Daines & Jenkins	Legal Fees	\$1,066.50								\$1,066.50
8	Dominion Energy	Gas			\$7.09						\$7.09
9	Elaine Thatcher	Candy for Parades Apple - Float					\$161.56				\$161.56
10	Freedom Mailing	Monthly Service Fee for Billing Processin	\$144.20						\$48.07	\$48.07	\$240.34
11	Heather Lehnig	Election Judge	\$85.00								\$85.00
12	Larisa Mendenhall	Election Judge	\$20.00								\$20.00
13	Les Schwab	New tires for 2004 Chevy						\$265.64	\$265.64	\$265.64	\$796.92
14	Lindsey Wilcox	Election Judge	\$20.00								\$20.00
15	Melissa Ryan	Election Judge	\$20.00								\$20.00
16	Peggy Smith	Election Judge	\$60.00								\$60.00
17	Peterson Plumbing Supply	Water Leak 759 South							\$350.36		\$350.36
18	Poly-Lift Concrete	Curtain Wall 600 East RH BLVD/Ditch						\$600.00			\$600.00
19	Rocky Mountain Power	Electricity	\$77.39		\$57.84	\$25.57	\$1,171.55	\$1,770.47	\$23.85		\$3,126.67
20	Ryan Pierce/Cache Valley Curb	Tennis Court Curbing			\$1,592.50						\$1,592.50
21	Secure Instant Payments	Monthly Payments	\$13.90						\$13.90	\$13.90	\$41.70
22	Stephanie Ashcroft	Election Judge	\$60.00								\$60.00
23	Susan Rasmussen	Election Judge	\$85.00								\$85.00
24	The Clean Spot	Cleaning Supplies Office	\$95.13								\$95.13
25	Thurcon, Inc.	Water Leak Windsor, 759 S, Hillside Park							\$3,760.00		\$3,760.00
26	Verizon Wireless	Monthly Cell Phone/New Phone & Back-	\$95.19						\$95.19	\$95.22	\$285.60
27	Vonda Jump Norman	Utility Overpayment							\$118.10		\$118.10
28	Watkins Printing	Checks Print	\$174.95								\$174.95
29	Whitaker Construction	Windsor Dr. Water Leak							\$212.05		\$212.05
30	Xerox Corporation	Monthly Usage Copier	\$194.11								\$194.11
31	DWA Construction	1000 East						\$1500.00			
32	Semi Service	plow and sander						\$9407.90			
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Page 1 SubTotals			\$2,462.32		\$1,657.43	\$25.57	\$161.56	\$2,037.19	\$7,357.68	\$597.05	\$14,298.80

**Opinion of Probable Cost**

**FORSGREN**  
*Associates, Inc.*

**Project:** 400 South Improvements

**Client:** River Heights City

**Date:** July 1, 2019

BUDGET ESTIMATE					
ITEM NO.	ITEM	UNIT	QUANT.	UNIT PRICE	TOTAL PRICE
1	Mobilization	LS	1	\$ 12,500.00	\$ 12,500.00
2	Prepare and Implement Traffic Control Plan	LS	1	\$ 3,000.00	\$ 3,000.00
3	Clear and Grub	LS	1	\$ 11,500.00	\$ 11,500.00
4	Remove and Dispose of Existing Concrete Sidewalk	SF	3147	\$ 4.00	\$ 12,588.00
5	Remove and Dispose of Existing Curb & Gutter	LF	48	\$ 25.75	\$ 1,236.00
6	Roadway Excavation	CY	2685	\$ 9.75	\$ 26,178.75
7	Remove and Dispose of Existing Asphalt	SY	6330	\$ 3.00	\$ 18,990.00
8	Remove and Dispose of Existing Irrigation Pipe	LF	916	\$ 12.00	\$ 10,992.00
9	Remove and Dispose of Existing Irrigation Structure	EA	10	\$ 1,050.00	\$ 10,500.00
10	Remove and Dispose of Existing Tree/Woody Vegetation	EA	1	\$ 1,000.00	\$ 1,000.00
11	Remove and Dispose of Existing Concrete Driveway	SF	256	\$ 2.50	\$ 640.00
12	Remove and Dispose of Valve Lid	EA	1	\$ 250.00	\$ 250.00
13	Relocate Existing Street Sign	EA	1	\$ 450.00	\$ 450.00
14	Relocate Existing Mailbox	EA	7	\$ 175.00	\$ 1,225.00
15	Remove and Replace Existing Mailbox	EA	8	\$ 500.00	\$ 4,000.00
16	Preserve and Relocate Existing Mailbox	EA	1	\$ 1,200.00	\$ 1,200.00
17	Sawcut Concrete	LF	18	\$ 4.50	\$ 81.00
18	Sawcut Asphalt	LF	220	\$ 2.50	\$ 550.00
19	Construct 4" Thick Concrete Sidewalk	SF	901	\$ 5.50	\$ 4,955.50
20	Construct House Walkway	SF	115	\$ 5.50	\$ 632.50
21	Construct 6" Thick Concrete Driveway	SF	2305	\$ 6.75	\$ 15,558.75
22	Construct ADA Accessible Sidewalk Ramp Assembly	EA	2	\$ 1,200.00	\$ 2,400.00
23	Construct 4" Untreated Base Course	SY	6035	\$ 4.00	\$ 24,140.00
24	Construct 12" Pitrun Structural Backfill	CY	2015	\$ 21.50	\$ 43,322.50
25	Construct 3" Thick Hot Mix Asphalt Driveway	SY	25	\$ 20.00	\$ 500.00
26	Construct 3" Thick Hot Mix Asphalt Roadway	SY	6010	\$ 11.00	\$ 66,110.00
27	Construct 15" Ø HDPE N12 Irrigation Pipe	LF	735	\$ 40.00	\$ 29,400.00
28	Construct 500 East Irrigation Pipe (Match Existing Size)	LF	160	\$ 55.00	\$ 8,800.00
29	Construct 2'x2' Concrete Irrigation Structure w/ Headgates	EA	9	\$ 1,800.00	\$ 16,200.00
30	Rock Stormwater Drainway	LS	1	\$ 500.00	\$ 500.00
31	Landscaping	SF		\$ 10.00	\$ -
32	Construct 2'x3' Stormwater Catch Basin	EA	1	\$ 1,850.00	\$ 1,850.00
33	Construct 3'x5' Stormwater to Irrigation Box	EA	2	\$ 1,850.00	\$ 3,700.00
34	Stormwater Junction Box	EA	1	\$ 3,000.00	\$ 3,000.00
35	Construct Stormwater Sump	EA	2	\$ 3,000.00	\$ 6,000.00
36	Construct APWA Type "A" Curb and Gutter	LF	2260	\$ 18.50	\$ 41,810.00
37	Construct APWA Type "C" Curb and Gutter	LF	546	\$ 25.00	\$ 13,650.00
38	Construct APWA Type "G" Curb and Gutter	LF	120	\$ 30.00	\$ 3,600.00
39	Raise/Lower Existing Water Valve Lid	EA	13	\$ 350.00	\$ 4,550.00
40	Raise/Lower Existing Manhole Lid	EA	5	\$ 600.00	\$ 3,000.00
41	Relocate Existing Fire Hydrant	EA	4	\$ 1,500.00	\$ 6,000.00
42	Paint Crosswalk	LS	1	\$ 750.00	\$ 750.00
43	Paint Parking Stall	LS	1	\$ 500.00	\$ 500.00
<b>TOTAL</b>					<b>\$ 417,810.00</b>
Contingency (10%)					\$ 459,591.00
Survey, Design, and Construction Management Services					\$ 68,938.65
Total Estimated Cost					\$ 528,529.65

*As the Engineer has no control over the cost of labor, materials, equipment, the Contractor's methods of determining prices, or over competitive bidding or market conditions, the Opinions of Probable Construction Costs provided for herein are made on the basis of the Engineer's experience and past bid tabulations on other similar projects. These opinions represent the Engineer's best judgment as a design professional familiar with the construction industry. However, the Engineer cannot and does not guarantee that proposals, bids, or the construction cost will not vary from Opinions of Probable Construction Costs prepared by him/her.*



# TOTAL VOTES CAST

ELECTION PRECINCT (name and/or number) RIVER HEIGHTS 01502

Name of entity holding election RIVER HEIGHTS CITY State of Utah  
(county, city, town, school district or special district)

Total number of registered persons listed in the Official Register book 1158

Total number of persons voting as listed in the Poll book 325

Total after  
 canvass  
 11/21/19  
 ↓

OFFICE	PARTY	CANDIDATE'S NAME and/or PROPOSITION (list in ballot order)	TOTAL VOTES CAST	
COUNCIL MEMBER		CHRIS CANNON	92	96
COUNCIL MEMBER		ROBERT "K" SCOTT	113	114
COUNCIL MEMBER		CHRIS MILBANK	206	209
COUNCIL MEMBER		BLAKE WRIGHT	259	264
COUNCIL MEMBER		SHARLE GALLUP	164	171

**INSTRUCTIONS TO POLL WORKERS**  
 Candidate names and/or propositions should be listed in the order in which they are shown on the ballot.  
 Fill in the Total Votes Cast for each candidate and/or proposition. Use the totals arrived at from the Tally List form. **Proof-read** or check for possible errors. Complete and sign the Certificate at the right.

At an election held at (building) River Heights City Office  
 in River Heights 01502 voting precinct in (name of entity holding the election) River Heights City  
 and State of Utah, on the 5<sup>th</sup> day of November, 2019, the named persons received the number of votes listed by their respective names for the described offices and/or propositions: Total number of votes cast were as listed:

Larisa Mendenhall  
Melissa Ryan  
Lindsey Wilcox

Poll Workers