River Heights City

COUNCIL MEETING AGENDA

Tuesday, February 16, 2021

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

The meeting will be held through Zoom. Those wishing to provide comment on any of the agenda items or other topics can do so by email to office@riverheights.org (by noon on the date of the meeting).

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

Adoption of Previous Minutes and Agenda

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

Public Comment

Review and Accept or Deny the Zollinger Annexation Petition

Discuss Canyon Jams Use of Heber Olson Park

Frank Howe of Logan River Task Force

Adjourn

To join the Zoom meeting: https://us02web.zoom.us/j/86591211007

Dial: 1 346 248 7799, Meeting ID: 865 9121 1007

Posted this 11th day of February 2021

Sheila Lind, Recorder

Attachments for this meeting and previous meeting minutes can be found on the State's Public Notice Website (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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3	Council Meeting						
4			E-l				
5			February 16, 2021				
6 7							
8	Present:	Mayor	Todd Rasmussen				
9	11000111.	Council members:	Doug Clausen				
10			Sharlie Gallup				
11			Nancy Huntly				
12			Chris Milbank, electronic				
13			Blake Wright				
14							
15		Recorder	Sheila Lind				
16		Public Works Director	Clayten Nelson				
17		Finance Director	Cliff Grover, electronic				
18		Treasurer	Wendy Wilker, electronic				
19							
20	Others Present Electronically:		Cindy Schaub, Heather Lehnig, Frank Howe, Dallas				
21			Torgersen, Lisa Jorgensen, Kendra Penry				
22							
۷.4		The following r	notions were made during the meeting:				
25		**************************************					
26	Motion #1						
27		ncilmember Clausen moved	to "adopt the minutes of the council meeting of February 2,				
28	2021 and the evening's agenda." Councilmember Huntly seconded the motion, which passed with						
29	Clausen, Gallup, Huntly, Milbank, and Wright in favor. No one opposed.						
30							
31	Motion #2						
32	Councilmember Clausen moved to "pay the bills as listed." Councilmember Gallup seconded the						
33	motion, which passed with Clausen, Gallup, Huntly, Milbank, and Wright in favor. No one opposed.						
34							
35		*	7				
36	Proceedings of the Meeting:						
37	The Direct Heights City Council and at 6:20 and in the Emris D. Creekie Council Chembers in the						
38	The River Heights City Council met at 6:30 p.m. in the Ervin R. Crosbie Council Chambers in the						
39	River Heights City Building on Tuesday, February 16, 2021 for their regular council meeting which began at 6:40 p.m.						
40	Opening Remarks and Pledge of Allegiance: Dismissed due to time constraints.						
41 42	Adoption of Previous Minutes and Agenda: Minutes for the February 2, 2021 meeting were						
42	reviewed.						
44	Councilmember Clausen moved to "adopt the minutes of the council meeting of February 2,						
AF	2021 and the evening's agenda." Councilmember Huntly seconded the motion, which passed with						
1	Clausen, Gallup, Huntly, Milbank, and Wright in favor. No one opposed.						
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Reports and Approval of Payments (Mayor, Council, Staff):

FD Grover

- He discussed the Financial Summary. The city's cash position has improved since last month. Funds are tracking fairly well. He has put the financial statements on the Drive, which contain the detail behind the Summary. Councilmember Clausen asked if there was a problem with the sewer fund. Mr. Grover answered, for some reason Caselle did not post sewer billings to the correct account during three recent months.
- Councilmember Huntly asked for explanation on the roads budget. Mr. Grover stated half the cost of last year's 400 South road project was carried over to this year. The previous year was under budget by the same amount.

Treasurer Wilker

- She presented and answered questions regarding the list of bills to be paid.

 Councilmember Clausen moved to "pay the bills as listed." Councilmember Gallup
- seconded the motion, which passed with Clausen, Gallup, Huntly, Milbank, and Wright in favor.

No one opposed.

- Public Works Director Nelson didn't have anything.
- Recorder Lind
 - She asked if the Council would like her to send flowers to the Crosbie family due to the passing of Kleta Crosbie. She and her husband Ervin worked for the city for many years. They agreed to flowers.
- Councilmembers Clausen, Huntly, Gallup and Wright didn't have anything to report.
- Mayor Rasmussen
 He asked the Council if they would be okay with him moving ahead with some long-term leases of the Old School Councilmember Clausen asked if the city attorney has said we need to advertise
 - the Old School. Councilmember Clausen asked if the city attorney has said we need to advertise that the building is available for rent. Mayor Rasmussen said we don't need to legally, but we can. Mr. Clausen would like to see what offers might be out there and felt an ad would be appropriate. Mayor Rasmussen said the problem is that he doesn't know yet what there is to offer and the going rate. He will need to get further into it before placing an ad. Mr. Clausen suggested talking to a property management group. This sounded beneficial to Mayor Rasmussen. PWD Nelson suggested a management company could take care of renting it so the city wouldn't need to deal with the renters. Councilmember Wright was in favor of letting the mayor work through the school rental issues, which would allow the Council to spend their time trying to figure out what to do with the Old Church. Councilmember Clausen pointed out that Tony Johnson was still interested in purchasing it. Councilmember Huntly noted the Old Church is structurally sound, has good attributes and potential. The Council gave approval for Mayor Rasmussen to move forward with renting the Old School.

Councilmember Milbank

• The RFP for the park property is out. He has worked with Engineer Rasmussen and asked him to put together a tally of total costs that can be used for grant applications, which would cost the city about \$800. Engineer Rasmussen guessed construction drawings could run between \$30,000-\$50,000. Councilmember Wright asked Mr. Milbank if he'd received a call from a resident who would like to offer their help. Mr. Milbank had not, but was willing to entertain whatever help was offered. PWD Nelson said he received an email from a person at the University about the RFP. He will refer him to Mr. Milbank. The RFP was sent to 4 landscaping companies, posted in the Herald Journal, the city's website and Facebook page.

- Mr. Milbank reminded that Councilmember Thatcher was going to include write-ups in the newsletters about what projects were going on in the city. Mayor Rasmussen said he will cover that in his mayor's report of the newsletter.
- Mayor Rasmussen reminded that the city's portion of RAPZ money usually shows up in March.
 He asked Mr. Milbank to figure out what those funds could be used for.
 Public Comment: There was none.

Review and Accept or Deny the Zollinger Annexation Petition: Councilmember Wright explained that Dallas Torgersen has turned in an annexation petition in behalf of the Zollingers, for 34 acres south of the Watterson property on 1000 East. The Planning Commission reviewed the petition at their last meeting and recommended it to the council. If the council accepted the petition tonight, it would move forward in the process. The property would come into River Heights zoned agricultural. The Zollingers would be interested in zoning part of it as residential right away for a minor subdivision.

Dallas Torgersen explained Ron Zollinger's intent is to cut off the south portion that juts out for a minor subdivision of three lots. They met with the County Council in December and their response was that they didn't oppose it as long as River Heights took over the road up to and fronting the property.

Dallas Torgersen discussed the distance to connect the property to utilities. The water line would need to be run 500-600 feet. Sewer would need to be run 1200-1300 feet. He figures there is plenty of drop to get the sewer connected.

PWD Nelson thought Providence was planning to take the road in front of the property since the property to the west is in Providence. Mayor Rasmussen pointed out this may change after the Providence vote on the referendum this year. There is a possibility the west property may end up in River Heights. PWD Nelson said it looks as if River Heights annexed the Zollinger property, the County road would automatically go to River Heights.

Councilmember Milbank asked who would pay to get the utility lines to the property. Councilmember Wright said the ordinance states this is the developer's responsibility. However, the city may have an incentive to keep the property (not allowing it to go to Providence) as a way to control development. Who knows if, in the future, the Zollingers may want to do a higher density development, which Providence could allow. He suggested the city might consider getting utilities to the northwest edge of the Zollinger property. PWD Nelson said the water is at 600 South 1000 East and sewer is at 900 East on 600 South. He said the cost could easily be \$100,000-\$200,000. He discussed some alternatives involving the Zollinger's current water lines along 1000 East.

Councilmember Clausen would like time to find out the costs to the city before they move forward. Councilmember Wright suggested checking with Engineer Rasmussen on cost estimates.

Mayor Rasmussen thought it would be nice if River Heights had services to the property, which might persuade the Bickmore property to come to River Heights. Councilmember Wright pointed out the Bickmore property is surrounded by Providence on three sides. Dallas Torgersen informed that the Zollinger property doesn't fall into Providence's annexation declaration. He was asked if they would have an easier time connecting to Providence utilities. PWD Nelson said sewer distances are about the same. Mr. Torgersen asked if it were a possibility for them to be in River Heights and be serviced by Providence.

Councilmember Clausen asked Dallas Torgersen if they would consider sharing the cost of getting utilities to the property. Mr. Torgersen wasn't sure they could bare this expense. PWD Nelson stated the city has done cost sharing before. He cautioned there would be road expenses for utility installation, as well.

Discussion was held on whether to accept the petition with the idea the petitioners could pull out if they decided it wasn't going to work. Recorder Lind explained once the annexation is accepted then they

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need to follow a timeline. Councilmember Wright asked Dallas Torgersen if he would consider the council revisiting this in two weeks. They could use the time to come up with some firm numbers. Mayor Rasmussen agreed to check with the county to see what River Heights' commitment will be with the road. Councilmember Clausen will work with PWD Nelson and the city engineer on cost estimates for utilities. Mr. Torgersen will research costs for service lines. Further discussion will take place at the March 2 meeting.

<u>Discuss Canyon Jams Use of Heber Olson Park:</u> Councilmember Milbank said Kendra Penry, executive director at Stokes Nature Center, is looking for a temporary spot to host 5 bands throughout the summer. Ms. Penry explained that each summer she organizes bands to play at the Stokes Nature Park, as a way to encourage residents to get out and enjoy nature. This year the park will be under renovation. She wondered if the Heber Olson Park might be available. Councilmember Gallup explained that the River Heights Ambassadors had planned on some concerts in the park and asked if Ms. Penry would be willing to add a band to her group, whom she has already booked. Ms. Penry said she has three groups lined up and needs five so she could include another. They will work together. They offer bands Friday or Saturday, but its usually Saturday at 7:00pm until 8:30 or 9:00. They only allow 50 spectators so they charge \$20 for adults and \$10 for children. If they are able to allow more people to attend the price would go down.

Councilmember Clausen asked if they would be willing to pay to rent the park. Ms. Penry said they could probably get a sponsor to pay, but would love to use it for free. She said they set up flags 12 feet apart for social distancing.

Councilmember Gallup asked how much of money the bands get. Ms. Penry said they get most of the money that comes in. Stokes Nature Center gets less than \$1,000 for the 5 concerts, which about covers her wages. They don't do it to make money, but to make it available for family activities. Councilmember Clausen asked how she felt about some families listening for free because they could hear from their house. Ms. Penry said they are okay with that.

Councilmember Milbank thought it would be good for River Heights to be involved in something like this. A donation box was suggested to help offset the band's expenses.

Councilmember Gallup was planning to have her concerts on Mondays. PWD Nelson informed that several Saturdays there will be baseball tournaments. They determined that 50 people at the pavilion wouldn't interfere with baseball. Ms. Penry will reserve the pavilion through the City Office.

Frank Howe of Logan River Task Force: Postponed until next meeting.

The meeting adjourned at 7:50 p.m.

Sheila Lind, Recorder

Todd A. Rasmussen, Mayor

River Heights City Bills To Be Paid					February 16, 2021						
	Payee	Description	Admin.	P&Z	Parks/Rec	Pub. Safety	Com. Aff.	Roads	Water	Sewer	Total
1 AllTec	·h	Monthly Phones	\$24.32						\$24.32	\$24.32	\$72.96
	Liver Health Department	Water Coliform Testing	02.1102						\$40.00	4-11-	\$40.00
	Valley Publishing	Planning Commission Public Hearing		\$42.10					4.0.00		\$42.10
4 Caselle		Monthly Billing	\$91.69	4.2					\$91.66	\$91.65	\$275.00
	s & Jenkins	Legal Fees	\$648.00								\$648.00
6 Fergus		Water & Sewer Paint							\$39.08	\$37.11	\$76.19
	om Mailing	Monthly Billing	\$147.82						\$49.28	\$49.28	\$246.38
8 Glenn'		Well Repairs	***************************************						\$535.34		\$535.34
	Little Red Tractor	Snow Removal						\$97.50			\$97.50
	Equipment	Plow Rubber						\$373.88			\$373.88
11 Logan		Water Consumption						** . *	\$152.91		\$152.91
	on Plumbing	Raise Meter at 435E 600 S							\$209.85		\$209.85
13 Provid		Salt						\$3,092.58			\$3,092.58
	Mountain Power	Electricity	\$323.68		\$57.81	\$24.86		\$1,173.67	\$2,789.99	\$24.54	\$4,394.55
15 Thurco		Water Leak Repair	ψ323.00		ψ57.01	\$21.00		\$1,175.07	\$1,440.00	y=	\$1,440.00
16 Xerox		Monthly Usage Billing	\$91.73						\$1,110.00		\$91.73
17		Within Cauge Dining	Ψ71.73								
18											
	Payment 02-16-2021 \$760.07										
20 DRI C		Cloud Back up	\$9.99								\$9.99
21 Maver		Fuel for City Vehicles	\$7.77					\$93.54	\$46.78	\$46.78	\$187.10
22 Staples		Tax Documents	\$162.55					Ψ/3.5 (\$10.70	\$10.70	\$162.55
23 USPS	5	Mail Snow Removal Notices	\$35.50								\$35.50
24 ADOE	PF.	Monthly Fee	\$16.04								\$16.04
25 CAL F		Work Boots Public Works	\$10.04		\$45.47			\$45.47	\$45.47	\$45.48	\$181.89
26 Google		Monthly Fee	\$72.00		ф т 3.т7			ψ 1 3.17	Φτ3.τ7	\$15.10	\$72.00
27 Lt. Go		Notary Renewal Sheila	\$95.00								\$95.00
	vernor	Notary Renewal Shella	\$93.00								\$75.00
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40	Page 1 SubTotals		\$1,718.32	\$42.10	\$103.28	\$24.86		\$4 876 64	\$5,464.68	\$319.16	\$12,549.04
	rage 1 Sub lotais		\$1,/18.32	542.10	\$103.28	\$24.00		34,070.04	\$3,404.00	\$515.10	Φ12,347.04

January 3	31, 2021		Cash Balance B	lv Fund			
			12/31/20	01/31/21	Net Change	% of Total	
	General Fund		277,064.85	273,003.69	(4,061.16)	12.65%	
	Capital Project	s Fund	102,430.55	96,205.48	(6,225.07)	4.46%	
	Water Fund	3 i dila	880,065.78	889,052.83	8,987.05	41.20%	
	Sewer Fund		885,880.46	899,492.41	13,611.95	41.69%	
•	Total Cash Balance		2,145,441.64	2,157,754.41	12,312.77	100.00%	
				_			
						% Of	% Of
4					Unexpended	Budget	Time
	eros rogalis.		YTD Actual	Annual Budget	Budget	Incurred	Incurred
	S	er Krista Maria	774 601 10	816,080.00	41,398.90	94.93%	58.90%
	Revenue		774,681.10	816,080.00	41,396.90	34.33%	36.3070
	Expenditures	Administrative	273,194.33	182,690.00	(90,504.33)	149.54%	58.90%
		Office	9,453.44	22,600.00	13,146.56	41.83%	58.90%
		Community Affairs	11,247.04	21,600.00	10,352.96	52.07%	58.90%
		Planning & Zoning	468.14	3,625.00	3,156.86	12.91%	58.90%
		Public Safety	64,932.32	104,215.00	39,282.68	62.31%	58.90%
		Roads	49,202.46	128,200.00	78,997.54°	38.38%	58.90%
		Parks & Recreation	32,698.75	73,150.00	40,451.25	44.70%	58.90%
		Sanitation	98,559.77	150,000.00	51,440.23	65.71%	58.90%
		School Building	9,312.18	-	(9,312.18)		58.90%
		Transfer To CP Fund	140,000.00	130,000.00	(10,000.00)	107.69%	
	Total Expendit	ures	689,068.43	816,080.00	127,011.57	84.44%	58.90%
	Net Revenue (Over Expenditures	85,612.67		(85,612.67)		
Cal	pital Projects Fu	nd a		a de la companya de l		s 3	- A (MA)
Cal	Revenue	III M	99.24	3,000.00	2,900.76		58.90%
	Reimburseme	nt Income	171,779.39	177,532.00	5,752.61		50.5070
	Transfer From		140,000.00	130,000.00	(10,000.00)		
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	Expenditures	Administrative		-	-		58.90%
		Parks & Recreation	-	90,000.00	90,000.00		58.90%
		Roads	389,687.27	168,000.00	(221,687.27)		58.90%
							58.90%
	Total Expendit	ures	389,687.27	258,000.00	(131,687.27)		58.90%
	Net Revenue	Over Expenditures	(77,808.64)	52,532.00	130,340.64		
			and the second			77	
· Wa	ater Fund	-	227.254.24	441 700 00	314 44E 70	51.45%	
	Revenue Expenditures		227,254.21	441,700.00 475,340.00	214,445.79 326,948.30	31.22%	
	· ·	Over Evereditures	148,391.70		(112,502.51)	31.22/0	36.50%
	net kevenue	Over Expenditures	78,862.51	(33,640.00)	(112,502.51)		
Se	wer Fund		a y e	1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1	· · · · · · · · · · · · · · · · · · ·		
	Revenue		127,852.65	377,900.00	250,047.35	33.83%	58.90%
	Expenditures		310,672. <u>23</u>	468,290.00	157,617.77	66.34%	58.90%
	Net Revenue	Over Expenditures	(182,819.58)	(90,390.00)	92,429.58		
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Net Rev	enue Over Expe	nditures - Combined	(96,153.04)	(71,498.00)	24,655.04		

Dallas Torgersen

dallasallad@gmail.com

January 21, 2021

River Heights City

Attn: Sheila Lind

520 South 500 East

River Heights, UT 84321

Re: Notice of Intent to File Petition for Annexation

Pursuant to Utah Code 10-2-403 part (2)(a)(i), please see attached copy of annexation petition to be filed with River Heights City. This notice is being provided to the following affected entities prior to filing:

- Cache County
- River Heights City
- Logan City
- Providence City

Thank you,

Digitally signed by Dallas Torgersen
Date: 2021.01.21 21:16:48 -07'00'

Dallas Torgersen

RIVER HEIGHTS CITY

Annexation Petition Form

	1.	Date of fil	ing with	the City Record	der:	Fee paid:	\$			
	2.	Property properties	wing all private rea) Attached.							
	3.	Reasons f	asons for Annexation:							
		To allow f	or futur	e minor subdivi	sion of 3 lots.	,				
							\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \			
,	4.	Petition C	riteria:	((10-2-403 UCA	A) (Circle answ	ver on each)	1 · · · · · · · · · · · · · · · · · · ·			
				ners are the own roposed for anne			located within			
4	,	 b. The area being petitioned covers a "Majority of the private land area" within the area proposed for annexation? (yes) (no) c. The area covers 100% of the private land area within the proposed area? (yes) (no) d. The petition is accompanied by an accurate and recordable map prepared by a licensed surveyor? (yes) (no) 								
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	,		_	on designates up ntact Sponsor w		_	1 -			
	5.						filed annexation yes) (no) Please			
	•			, , , , , , , , , , , , , , , , , , ,		•				
	6. ·	Petitioner	s names	and signatures:	,	•				
	Type	d Names	٠.	Signatures		<u>il Address</u>	Phone /			
Contact Sponsor:	Rona	ld L. Zollinge	er /	Sellin		0 River Heights Blvd in UT 84321				
Sponsor:	Daina	. W. Zollinge	er Alexa	and or 2 Se		D River Helghts Blvd in UT 84321	1			
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8.		Action Taken: (Deny) (Accept) sion must be made within 14 days of the red Accepted.)						
9.	City Recorder review with County, etc.: Date of meeting: (The Recorder should note that this meeting and certification must occur within 30 days of the Council decision to accept)							
10.	City Recorder Notice of Certification of Annexation Petition: (See Certification Form) Attach to this Petition.							
11.	City Council Publication of Notice of Intent to Annex once a week for three consecutive weeks beginning no later that ten days after receipt of Recorder Notice of Certification. (Attach copy of all publications)							
12.	City Council mail written notice to affected entities within twenty (20) days of the Recorder Notice of Certification. Attach copies of all notices sent.							
13.	Public hearing held unless protest is filed. (Attach copy of public hearing minutes if held and Resolution of Annexation).							
14.	If protested, Boundary Commission appointed and hearing held to review petition and protest. Council can deny annexation petition before the Boundary Commission meets, or wait until Boundary Commission rules and then decide.							
Signe	d:	Date:						
	Mayor or City Manager as designate	d by City Council						
Attest	; ,	,						
	City Recorder	•						

