

River Heights City

River Heights City Council Agenda Tuesday, October 15, 2024

Notice is hereby given that the River Heights City Council will hold their regular meeting at **6:30 p.m.**, anchored from the River Heights City Office Building at 520 S 500 E. Attendance can be in person or through Zoom.

Pledge of Allegiance

Opening Thought (Pitcher)

Adoption of Previous Minutes and Agenda

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

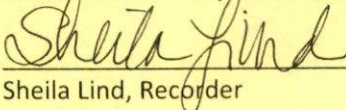
Public Comment

CAPSA Presentation

Updates from City Engineer on Stormwater Issues

Adjourn

Posted this 10th day of October 2024


Sheila Lind, Recorder

Zoom Link: <https://us02web.zoom.us/j/86717765378>

Attachments for this meeting and previous meeting minutes can be found on the State's Public Notice Website (pmn.utah.gov) and at riverheights.org.

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

October 15, 2024

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7 Present: Mayor Jason Thompson
8 Council members: Lana Hanover
9 Janet Mathews (present online)
10 Chris Milbank
11 Lance Pitcher
12 Blake Wright
13
14 Excused: Public Works Director Clayton Nelson
15 Recorder Sheila Lind
16 Treasurer Michelle Jensen
17
18 Others Present: Kandi Evans acting as Recorder, James Boyd (CAPSA),
19 Brittany Cascio
20 Present Online: Cindy Schuab, Heather Lehnig, Brian Cascio
21

22
23 The following motions were made during the meeting:
24

25 Motion #1

26 Councilmember Pitcher moved to “adopt the minutes of the council meeting of October 1,
27 2024, and the evening’s agenda.” Councilmember Hanover seconded the motion, which passed with
28 Hanover, Mathews, Milbank, Pitcher, and Wright in favor. No one opposed.
29

30 Motion #2

31 Councilmember Hanover moved to “pay the bills as listed.” Councilmember Milbank
32 seconded the motion, which passed with Hanover, Mathews, Milbank, Pitcher, and Wright in favor.
33 No one opposed.
34

35 Proceedings of the Meeting:

36
37 The River Heights City Council met at 6:35 p.m. in the Ervin R. Crosbie Council Chambers in the
38 River Heights City Building on Tuesday, October 15, 2024, for their regular council meeting.

39 Pledge of Allegiance and Opening Thought: Councilmember Pitcher opened the meeting with
40 a thought. James Boyd led in the pledge.

41 Adoption of Previous Minutes and Agenda: Minutes for the October 1, 2024, meeting were
42 reviewed.

43 Councilmember Pitcher moved to “adopt the minutes of the council meeting of October 1,
44 2024, and the evening’s agenda.” Councilmember Hanover seconded the motion, which passed
45 with Hanover, Mathews, Milbank, Pitcher, and Wright in favor. No one opposed.

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

47 **Councilmember Wright report:**

48 Members of the community have been asking if there will be a green waste bin and where it will be
49 located. It was confirmed that a green waste bin will be available in the parking lot of the old church.
50 And that concrete should be poured in the new pavilion in the next 2 weeks.

51
52 **Councilmember Hanover report:**

53 She attended a library board meeting. The librarian communicated that the Cache County Library may
54 be small, but it fulfills the goal set for it which is: to make life better for the residents. She sees no
55 reason why people are unhappy with it. It is well used and attended, and they will continue to
56 improve and make due in their current location knowing that it meets the goal.

57
58 **Mayor Thompson report:**

59 He received an email from Craig about an invoice for the 400 South Sidewalk Project for \$1200. This
60 project was completed in 2023 but had been invoiced to the wrong place. Jason requested the
61 council’s permission to pay that bill even though it was out of the calendar year budget for it. There
62 was no opposition from the council.

63
64 The current storm water project was evaluated and doesn't meet the standards to get a grant. He
65 wants to look into changing the plan to get a grant and potentially turn the old church location into a
66 water retention pond for the grant.

67
68 School district is under lease. They plan to pay back rent for the past 3 years. That money will be used
69 to continue preparing the school to rent. The heater is up and running. He would like to consider
70 installing ceiling heaters in the gym.

71 Kandi asked if the ambassadors would still be able to use the gym. Mayor Thompson answered- no, it
72 will belong to Cache Humanitarian as part of their rental space.

73 Councilmember Matthews asked about the amount of backpay the city will receive from the school
74 district for the rented space in the building. Mayor Thompson answered- the exact amount is not
75 decided but will potentially be \$2,000 a month.

76 Councilmember Hanover asked if the tree lighting would be able to use the gym because it was so
77 much nicer to host the event indoors. Mayor Thompson answered- He's not sure if the humanitarian
78 organization will be renting at that time. So the event most likely can happen in the gym this year. But
79 probably not in years to come.

80 Councilmember Milbank asked what is the agreement on rent? Mayor Thompson answered- He had
81 asked about rent prices from 3 different real estate agents. The rent will be \$30,000 a year.

82 Councilmember Matthews asked what rooms the humanitarian organization would be using? Mayor
83 Thompson answered they will use a few classrooms and the gym.

84 Mayor Thompson asked that we find another way to solve losing the gym to the humanitarian
85 organization. The rent will benefit the city more than using the gym occasionally for city events.

86 Mayor Thompson ended his comments by adding that many people have helped with the old school
87 project, and he would like to say thank you.

88

89 Also, notice on the payments \$495 to Cache Waste Consortium. This covers each participant. They
90 aren't making money, just helps pay the bills.

91

92 **Councilmember Milbank report:**

93 Park walkthrough done today with Raymond, Craig, Maryanne and BioWest. The park is largely
94 complete, but not yet connected to cemetery. Thoughts on adding in columbariums in 2 corners since
95 the cemetery is filling up. Contract is basically fulfilled. River Heights City will be getting one more bill
96 from Raymond.

97 Picture shown for proposal for arches being done by Baer welding. The pavilion/gazebo will go in next
98 spring. It is also being designed and created by Baer welding.

99 In reference to maintenance of the park, Clayton wants a new mower. Councilmember Milbank
100 suggested that the people that maintain the cemetery could do the park as well. Mayor Thompson
101 asked him to get a quote from them.

102

103 Discussion for replacement for a new employee for Clayton. They will be doing a 3 month probation
104 for the potential employee and Clayton's preference is to do that during snow season.

105

106 **Councilmember Matthews report:**

107 Recommendation for the bid for the 8th South sewer, Craig recommends considering the payment so
108 that it can get approved and start the work. Mayor Thompson asks if we have the easement. Answer
109 it would get held off until they get the easement agreement. Mayor Thompson didn't get a letter, but
110 Councilmember Matthews has the letter for him and informs the Mayor the bid tabulations and the
111 letter of recommendation is on the drive. Mayor Thompson requests to hold off for 2 weeks. Clayton
112 talked to Conservice and they are working on the exchange of the easement, connecting to the
113 sewer. Clayton informed Mayor Thompson today that Conservice is good to go, we just need to work
114 out final details for an additional connection.

115

116 **Payments:**

117 Councilmember Hanover asked what is the total tree care invoice for? Answer from various
118 councilmembers: Removal of trees around the old school and by baseball diamond
119 Bill for streetlights in Saddle Rock was visited. Clayton checked on Friday night and they all worked.

120 **Councilmember Hanover moved to "pay the bills as listed." Councilmember Milbank**
121 **seconded the motion, which passed with Hanover, Mathews, Milbank, Pitcher, and Wright in favor.**
122 **No one opposed.**

123

124 Public Comment:

125 Cindy Schuab- requests a DIP sign at intersection of Stuart Hill and Mountain View Drive to
126 warn drivers from bottoming out there car. Councilmember Pitcher and Clayton will look at it.

127 CAPSA Presentation:

128 Presentation was done by James Boyd and lasted 8 minutes. CAPSA has a 36-bed homeless
129 shelter and they never turn people away. Other than shelter they help with job placement, housing

130 and safety. 32 River Heights City residents called CAPSA last year. Their theme this year is: YOU
131 MATTER. Mayor Thompson asked 2 questions. 1- What is one of their biggest challenges? Answer-
132 Getting grants and needing to grow expand into Preston City. 2- What more can we do? Answer-
133 Learn more about CAPSA and come get a tour.

134 The council signed and Britany Cascio assisted in taking a picture.

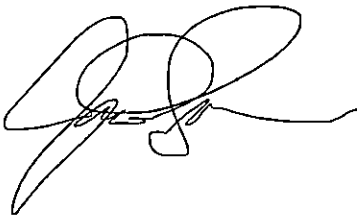
135 Updates from City Engineer on Stormwater Issues: Engineer Rasmussen not present.
136 Information he has is mostly for Clayten. Craig did recommend supporting the community by offering
137 sandbags. Councilmember Pitcher will help with getting sandbags. They will continue to communicate
138 solutions for long term solutions other than sandbags. There is a meeting set up for Friday where
139 they will discuss using a portion of old church lot to make a retention pond. Potentially making it like
140 a park. Craig will come report to the council after he redesigns so that it will meet the qualifications
141 of the grant.

142 Councilmember Milbank asked How much are we paying for this? And what work is he doing?
143 Answer- he looked at requirements and knows that his original solution wasn't going to qualify for
144 the grant. Councilmember Pitcher also added he's only put in a few hours of planning.

145 Biggest problem noted is piping in the water to the retention pond. Councilmember Milbank
146 was invited to attend the meeting because of his experience. Margie and Craig will be at the meeting
147 as well.

148 The meeting adjourned at 7:34 p.m. until November 19th.
149
150
151
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155

Kandi Evans, Minute Taker



156

157

158 Jason Thompson, Mayor

Report Criteria:

- Invoices with totals above \$0 included.
- Only paid invoices included.
- [Report]. Date Paid = 10/15/2024

GL Account Number	Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
Sewer Department						
5240						
52-40-20	66	Caselle	135885	Monthly Support Charges	10/01/2024	98.33
52-40-25	623	Wonderware, Inc. dba Core Busin	INV-27929	CC Proccesing 2022	09/30/2024	12.15
52-40-26	632	UPPER CASE Printing, Ink.	2248	Utility Bill Forms	10/04/2024	129.56
52-40-26	633	Freedom Mailing Services	48863	Utility Bill Processing	10/04/2024	70.25
52-40-45	417	Blue Stakes of Utah Utility	UT202402741	Professional Fees	09/30/2024	13.47
52-40-55	338	Utah Local Governments Trust	1616115	Sewer Ins. Liability & Other	10/03/2024	49.02
52-40-55	338	Utah Local Governments Trust	1616116	Sewer Ins. Liability & Other	10/03/2024	106.20
52-40-77	380	Rocky Mountain Power	202410	Item 16	10/01/2024	2.79
52-40-77	380	Rocky Mountain Power	202410	Item 24	10/01/2024	11.06
52-40-77	380	Rocky Mountain Power	202410	Item 9	10/01/2024	15.44
52-40-78	863	Verizon Wireless	9974595698	Split	09/23/2024	110.54
Total 5240:						618.81
Water Department						
5140						
51-40-20	66	Caselle	135885	Monthly Support Charges	10/01/2024	98.32
51-40-25	623	Wonderware, Inc. dba Core Busin	INV-27929	CC Proccesing 2022	09/30/2024	12.15
51-40-26	632	UPPER CASE Printing, Ink.	2248	Utility Bill Forms	10/04/2024	129.56
51-40-26	633	Freedom Mailing Services	48863	Utility Bill Processing	10/04/2024	70.25
51-41	417	Blue Stakes of Utah Utility	UT202402741	Professional Fees	09/30/2024	13.07
51-55	338	Utah Local Governments Trust	1616115	Water Ins. Liability & Other	10/03/2024	46.57
51-40-55	338	Utah Local Governments Trust	1616116	Water Ins. Liability & Other	10/03/2024	100.89
51-40-77	380	Rocky Mountain Power	202410	Item 16	10/01/2024	2.78
51-40-77	380	Rocky Mountain Power	202410	Item 21	10/01/2024	465.21
51-40-77	380	Rocky Mountain Power	202410	Item 23	10/01/2024	63.40
51-40-77	380	Rocky Mountain Power	202410	Item 7	10/01/2024	10.76
51-40-77	380	Rocky Mountain Power	202410	Item 8	10/01/2024	5,145.26
51-40-77	380	Rocky Mountain Power	202410	Item 9	10/01/2024	15.44
51-40-78	863	Verizon Wireless	9974595698	Split	09/23/2024	110.50
Total 5140:						6,284.16
Administration						
1041						
10-41-43	85	Daines and Jenkins, LLP	9765	City Legal Business	09/12/2024	1,471.50
10-41-55	338	Utah Local Governments Trust	1616115	Admin	10/03/2024	7.85
10-41-55	338	Utah Local Governments Trust	1616116	Admin	10/03/2024	16.97
10-41-80	623	Wonderware, Inc. dba Core Busin	INV-27929	CC Proccesing 2022	09/30/2024	12.15
Total 1041:						1,508.47
Office Expenses						
1044						
10-44-10	632	UPPER CASE Printing, Ink.	2248	Utility Bill Forms	10/04/2024	129.56
10-44-10	633	Freedom Mailing Services	48863	Utility Bill Processing	10/04/2024	70.23
10-44-35	66	Caselle	135885	Monthly Support Charges	10/01/2024	98.35
10-44-45	844	Wasatch Document Solutions, Inc.	68615	Copies Aug 2024	08/09/2024	23.00
10-44-45	844	Wasatch Document Solutions, Inc.	68615	Copies July 2024 Overage	08/09/2024	15.38
10-44-45	844	Wasatch Document Solutions, Inc.	70831	Copies Oct 2024	10/09/2024	26.45
10-44-45	844	Wasatch Document Solutions, Inc.	70831	Copies Sept 2024 Overage	10/09/2024	69.48

GL Account Number	Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
10-44-50	1016	Rasmussen, Spencer	202410	Newsletter Oct 2024	10/05/2024	200.00
10-44-55	632	UPPER CASE Printing, Ink.	2248	Utility Bill Forms	10/04/2024	129.56
10-44-55	633	Freedom Mailing Services	48863	Utility Bill Processing	10/04/2024	70.25
10-44-77	380	Rocky Mountain Power	202410	Item 20	10/01/2024	11.42
10-44-77	380	Rocky Mountain Power	202410	Item 12	10/01/2024	189.31
10-44-78	863	Verizon Wireless	9974595698	Split	09/23/2024	110.50
Total 1044:						1,143.49
Community Affairs						
1048						
10-48-70	1076	Evans, Kandi	202410	Pumpkins for Ambassadors	10/09/2024	138.75
Total 1048:						138.75
Capital Projects						
5150						
51-50-03	1014	Bio-West	00292216	Stewart Hill Park	09/30/2024	1,705.84
Total 5150:						1,705.84
5250						
52-50-73	634	Forsgren Associates, Inc.	18341	750-800 South Sewer	09/25/2024	1,462.50
Total 5250:						1,462.50
Planning & Zoning						
1051						
10-51-07	222	Cooley, Noel H.	202410	Planning Commission 10-51-07	09/30/2024	60.00
10-51-07	371	Milbank, Chris	202410	Planning Commission Meeting	10/08/2024	148.50
10-51-07	560	Lehnig, Heather	202410	Planning Commission 10-51-07	09/30/2024	60.00
10-51-07	651	Wakefield, Troy	202410	Planning Commission	09/30/2024	48.00
10-51-07	768	Schaub, Cindy	202410	Planning Commission 10-51-07	09/30/2024	60.00
10-51-07	1126	Ryan, Keenan	202410	Planning Commission	09/30/2024	48.00
10-51-41	634	Forsgren Associates, Inc.	18340	Creekside Estates Subdivision	09/25/2024	487.50
Total 1051:						912.00
Public Safety						
1054						
10-54-75	380	Rocky Mountain Power	202410	Item 16	10/01/2024	2.78
Total 1054:						2.78
Capital Projects						
4060						
40-60-04	634	Forsgren Associates, Inc.	18339	Stewart Hill Park - Const	09/25/2024	2,252.50
Total 4060:						2,252.50
Roads						
1060						
10-60-26	514	Bright Stripes & Sweeping	10947	Cross Walk Painting	08/28/2024	4,800.00
10-60-26	514	Bright Stripes & Sweeping	11012	Street Painting 10-60-80	09/13/2024	1,650.00
10-60-41	417	Blue Stakes of Utah Utility	UT202402741	Professional Fees	09/30/2024	13.07
10-60-41	634	Forsgren Associates, Inc.	18342	Geneal Consulting Services	09/25/2024	310.00
10-60-56	338	Utah Local Governments Trust	1616115	Roads	10/03/2024	36.77
10-60-56	338	Utah Local Governments Trust	1616116	Roads	10/03/2024	79.65

GL Account Number	Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
I-60	380	Rocky Mountain Power	202410	Item 15	10/01/2024	25.00
10-60-60	380	Rocky Mountain Power	202410	Item 16	10/01/2024	2.78
10-60-60	380	Rocky Mountain Power	202410	Item 17	10/01/2024	190.57
10-60-60	380	Rocky Mountain Power	202410	Item 18	10/01/2024	11.42
10-60-60	380	Rocky Mountain Power	202410	Item 2	10/01/2024	14.02
10-60-60	380	Rocky Mountain Power	202410	Item 5	10/01/2024	1,288.34
10-60-60	380	Rocky Mountain Power	202410	Item 9	10/01/2024	15.44
10-60-60	1138	Golden Spike Electric	28390	Saddle Rock Street Lights	10/02/2024	22,418.81
10-60-76	290	State Of Utah	2570000074	FY25 Annual Mun Storm Water P	09/19/2024	750.00
Total 1060:						31,605.87
Parks & Recreation						
1070						
10-70-56	338	Utah Local Governments Trust	1616115	Parks & Rec	10/03/2024	12.04
10-70-56	338	Utah Local Governments Trust	1616116	Parks & Rec	10/03/2024	26.09
10-70-77	380	Rocky Mountain Power	202410	Item 16	10/01/2024	2.79
10-70-77	380	Rocky Mountain Power	202410	Item 10	10/01/2024	23.32
10-70-77	380	Rocky Mountain Power	202410	Item 11	10/01/2024	11.55
10-70-77	380	Rocky Mountain Power	202410	Item 13	10/01/2024	10.76
10-70-77	380	Rocky Mountain Power	202410	Item 9	10/01/2024	15.44
10-70-80	321	Total Tree Care	7028	FY2025-02	10/04/2024	3,526.00
Total 1070:						3,627.99
School Building Expenses						
1075						
I-77	380	Rocky Mountain Power	202410	Item 16	10/01/2024	2.79
I-77	380	Rocky Mountain Power	202410	Item 16	10/01/2024	2.79
10-75-80	127	Glenn's Electric	10044	Pressure Gauge	10/11/2024	58.87
Total 1075:						64.45
Other Expenses						
1090						
10-90-10	632	UPPER CASE Printing, Ink.	2248	Utility Bill Forms	10/04/2024	129.56
10-90-10	1094	Cache Waste Consortium	202410	Cache Waste Consortium Fee	10/14/2024	495.00
Total 1090:						624.56
Sanitation						
5490						
54-90-10	633	Freedom Mailing Services	48863	Utility Bill Processing	10/04/2024	70.25
54-90-10	1115	Waste Management Corp Svc	0019837-4647-	4 Yard Dumpster	09/27/2024	225.16
54-90-10	1115	Waste Management Corp Svc	0060934-2514-	Garbage Service	10/01/2024	17,280.30
Total 5490:						17,575.71
Grand Totals:						69,527.88

GL Account Number	Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount
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Mayor: _____

Second Signayure : _____

Dated: _____

Report Criteria:

Invoices with totals above \$0 included.

Only paid invoices included.

[Report],Date Paid = 10/15/2024



Utah Testing and Engineering, LLC
 2550 South Decker Lake Blvd #17
 WVC, UT 84119
 (801) 838-8250

Invoice

Foregren Associates, Inc.
 370 East 500 South
 Suite 200
 Salt Lake, UT 84111

May 1, 2024
 Project No: 001535.0000
 Invoice No: 0000007

Project 001535.0000 400 South Sidewalks
 Material Testing Services from May 1, 2023 to May 31, 2023

PAST DUE

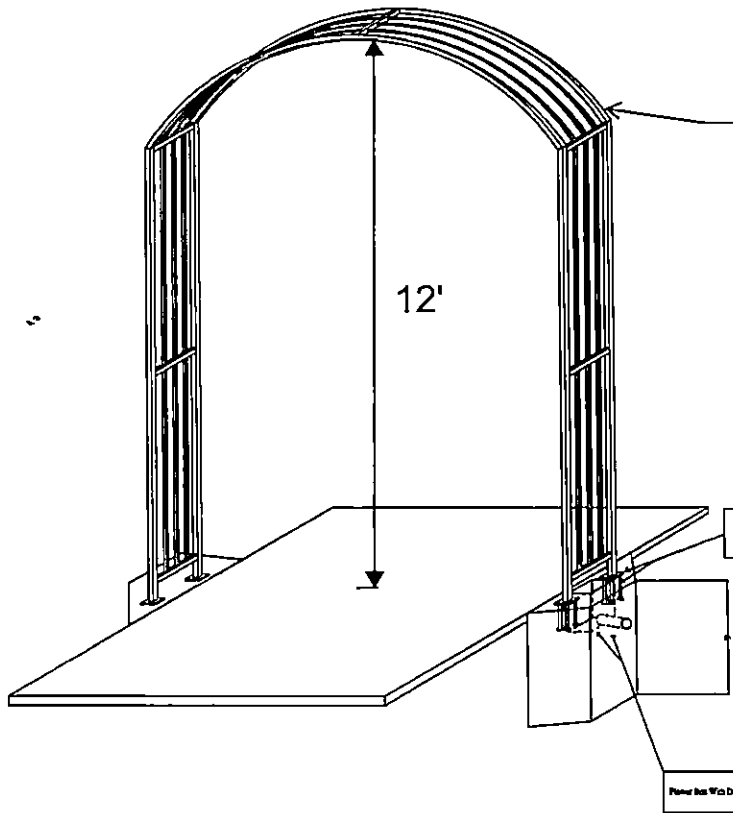
Date	Report	Description	Quantity	Unit Cost	Amount
5/2/2023	0001	Concrete Technician (ACI-I)	2.00	\$67.00	134.00
5/2/2023	0001	Project Management Report Review	0.30	\$136.00	40.80
5/9/2023	0001	Mileage	5.00	\$0.65	3.25
5/9/2023	0002	Concrete Compressive Strength	5.00	\$21.00	105.00
5/9/2023	0002	Project Management Report Review	0.30	\$136.00	40.80
5/9/2023	0003	Concrete Technician (ACI-I)	1.00	\$67.00	67.00
5/9/2023	0003	Mileage	5.00	\$0.65	3.25
5/11/2023	0004	Concrete Technician (ACI-I)	2.00	\$67.00	134.00
5/11/2023	0004	Project Management Report Review	0.30	\$136.00	40.80
5/11/2023	0004	Mileage	5.00	\$0.65	3.25
5/12/2023	0005	Concrete Compressive Strength	5.00	\$21.00	105.00
5/12/2023	0005	Project Management Report Review	0.30	\$136.00	40.80
5/12/2023	0006	Concrete Technician (ACI-I)	3.00	\$67.00	201.00
5/12/2023	0006	Project Management Report Review	0.30	\$136.00	40.80
5/12/2023	0006	Mileage	5.00	\$0.65	3.25
5/12/2023	0007	Concrete Compressive Strength	5.00	\$21.00	105.00
5/12/2023	0007	Project Management Report Review	0.30	\$136.00	40.80
5/12/2023	0008	Concrete Technician (ACI-I)	1.00	\$67.00	67.00
5/12/2023	0008	Mileage	5.00	\$0.65	3.25
5/12/2023	0009	Concrete Technician (ACI-I)	1.00	\$67.00	67.00
5/12/2023	0009	Mileage	5.00	\$0.65	3.25

Total th

Terms Net 30 Days
 Due June 1

Please Remit
 801-419-8305
 kpond@sunniseceng.com
 e-eng.com





Frame: 1 1/2 Sq Tube
A36
Filler Bars : 3/4 Sq Solid
Bar A36

5/8" x 5/8" Metal Plate
With 3/4" Metal Stud

Flange Bolt With Drainage Hole

