

Mendon City Council Meeting
May 11th, 2017
Mendon City Hall & Library
15 N Main
Meeting began at 7:00 PM

In Attendance:

Mayor: Ed Buist

Council Members: Karole Sorensen, Greg Taylor, Jon Hardman, Kelly Barrett,

Excused: Bob Jepsen

Clerk: Teena Young

Treasurer: Daphne Carlson

Public Works Director: Kirk Taylor

Recorder: Paul Cressall

Public Attendance: Steve and Lana Archibald, Joni Endicott, Duane Miles, Jordan Miles, Teri Miles, Mack Marrott, Hayden Francis, Joshua Hunsaker, Michelle Hunsaker, Jill Pack, Karen LeFevre, Michael LeFevre, Cheryl Henrie, Katie Child, Lisa Helms, Justin Helms, Carson Henrie

Mayor Buist called the meeting to order at 7:00PM. Mayor Buist led the Pledge of Allegiance with Kelly Barrett giving the prayer.

Council reviewed and approved the April 2017 minutes.

Council reviewed the April 2017 bills. Kelly motioned to approve the bills, Karole seconded and the bills were approved unanimously.

Youth Council was not in attendance

Joshua Hunsaker – selling candy on the square

Joshua Hunsaker asked permission to sell candy at the square during the softball games. He will have assorted items like soda, candy and otter pops. Mayor Buist stated that the biggest concern is interfering with the people that have contacted with the city to run the food booth. He would like Joshua to talk to the Schroeder's who have the contract this year; we don't want to undermine them. If they are ok with it, then it is ok. Joshua may need a business license since it is on the square. Karole will talk with the Schroeder's about this issue. Joshua stated that he has a partner who would be selling popcorn and kettle corn. Karole asked for a list of items to be sold. Michelle Hunsaker asked if council thought it was a good idea at all. Mayor Buist stated that as long as it is not in direct competition, and it enhances the experience it is a good thing. Kelly asked about other requirements. There will be a food handling permit for anything that hasn't been prepackaged. Kelly stated that the food stand gives a certain amount to the city as contracted. We don't have any agreement with the snow shack. The food stand is an 80/20 split. Mayor Buist stated that we will find out more information.

Mayor Buist closed the city council meeting and opened the public hearing at 7:12PM

Public Hearing: Fiscal Year 2017/2018 Budget including the setting of Salaries, and the General, Water, and Capital Projects Funds.

BUDGET: Administration \$65,000. Mayor Buist added that we do have a ¾ time employee, Logan Tidrow, who will be coming on full-time so he has kept that in mind throughout budget items.

Buildings: \$14,500 Mendon Station: \$9,500 The station is one of the few money revenues that we have. Mayor Buist stated that he thinks that prices for people inside the city are fair, but could be raised for people outside of the city. Cemetery: \$12,500 The concern with the cemetery is that the cemetery is getting full, we are trying to negotiate different expansion options. Within that budget we need to look at some preparation to begin expansion. Parks: \$27,000 Streets: \$72,000. There are some needs with streets, as Kelly has been willing to work with a decreased streets budget in the past to put money into this new building. Fire Department: \$43,000. The Sheriff's and Animal Control contracts are set. We have a liaison that Mayor Buist visits with weekly and he acts immediately when we hear concerns. We are grateful to the sheriff's office and liaison. Animal Control is contracted for a number of hours per year and are on call. If there is an emergency after hours, the deputies will respond.

Surface Water: \$5,000. Library \$10,000. Paul Willie will make his contribution directly to the Friends of the Library. Mayor Buist stated that the Friends of the Library can decide if they want to receive the \$10,000 in quarterly increments or if they would like the librarian salaries to be paid by the city. Court System \$4,800. These are used any time when someone gets a ticket, and they fight it. James Swink is the prosecuting attorney. Softball: \$5,000 this is a pass through. Youth Council: \$1,200. Sanitation: \$100,000. Sanitation has gone up although these costs are passed on to the residents on the utility bills.

May Day: \$3,000. Easter Egg Hunt: \$400. Pioneer Day: \$9,000. P&Z: \$2,500. Some has gone to the costs of tablets in the past, but a portion may be able to go toward the codifying our city codes. Building permits \$8,000 increased in hopes that the water comes through. This may be too much or not enough. If not enough, impact fees will cover that as we adjust budget next year. Fire Hall Payments: \$12,726. We refinanced to a 20 yr loan with a decreased interest rate; the monthly cost went up approximately \$60. Water Conservancy District \$6,900. There is talk of increases for residential but it is just talk. If it does happen it would be done at a later time. This is the amount owed per share of secondary water that the city owns.

Engineering fees: \$9,000. Attorney Fees: \$1,000. We lost our attorney to cancer this past fiscal year. We have stayed with their firm for those services. Backhoe \$6,408 So that the public is aware we had a great deal with the state for the last few years where we leased a new backhoe each year. That program was cut which leaves small towns in a hard situation. With much study and deliberation, we have found the best deal. Total BUDGET \$439,999.

Water fund is at \$400,000 in case we have good water at the new test well and can get the water in the system. Capital projects have been cut because of the backhoe and other needs. One of the biggest needs we were wanting to do. Would be to extend a secondary water line from the square to the school, but the budget is too tight this year. Council would like to save for a year and build up the fund again.

Paul mentioned that Animal Control was increased to \$4000 in case there is something unforeseen. Paul asked about Logan's pay, he doesn't see any increases in those budgets that he is paid from. Mayor Buist stated that we are tightening for a year. Paul suggested that a portion of the fire department budget be taken out and set aside for the equipment talked about last month. Kelly stated that we have a plan and doesn't suggest that be taken out. Kelly stated that the suggestion was that we live with this budget and the difference between what the revenues are and what is spent can go into the capital projects fund. Mayor Buist agreed stating that he wants to separate the capital projects fund with a portion to go into fire department, snow plow, other needs. We will look at that as a council.

PROPERTY TAX RATE: Mayor Buist stated that the tax rate hasn't been raised for several years. Paul mentioned that the last time was 2008. The amount of increase generated about \$11,000 of a revenue increase. We are looking for ways to benefit the community and get budgets so they aren't so tight. Last month Ray Olsen proposed at a public hearing a \$3 fee that would be added to the water bill to cover equipment replacement. It was met with concern. Council didn't feel that is the right road but instead discussed the possibility to increase property taxes. This is a big part of our revenue because of the limited commercial business. Lisa Helms stated that a big portion of our property taxes goes to the school and asked if the city gets any of that money. Mayor Buist stated that the school costs us money. It is wonderful thing to have, but it isn't a money maker. Kelly stated that the costs of all the services are increasing; so, the ability to do what we did 10 years ago with the budget has decreased. The estimated tax impact for an \$136,000 home would increase \$52.35 annually and would increase revenue by \$20,000. Another option would be \$54.96 annual increased tax with an increase in revenue of \$21,000. The last scenario would increase taxes by \$61.51 and generate \$23,500 increased revenue.

Paul stated that the city must submit to the county the amount of increased revenue they would like to generate; then the county will set the tax rate. Once the proposed increase is calculated. There will be a public hearing later in the year. If approved the county will adjust the property tax rate. So this meeting is just to set the budget. Another hearing will be held for the tax rate. Paul agrees with the higher rate, because it matches the tax rate from 1990. Katie Child stated that the longer you wait the bigger the jump is going to be. It is time, we need a little bit of breathing room. It takes money to run a city. Mayor Buist stated that some sort of infrastructure is going to suffer. Kelly stated that we spend the whole streets budget to re-asphalt one block, but the life cycle of asphalt isn't nearly that long.

SETTING OF SALARIES: Mayor Buist proposed to adjust the Mayor's annual payment to \$1000 instead of \$1500 and proposes to leave council salaries at \$750 annually. Kirk Taylor came to council and feels under-paid compared to other public works directors in the valley. He has asked for a \$5000 increase to his salary, he feels comfortable to do that over a couple of years. In executive session, the council has had differing opinions on how to get there. There is no doubt he is worth it, but in discussing if they could do it this year, it was 4-1 among the council. The council stated that the best we can do is 3% and look at what the revenues are for following years. Mayor Buist stated that he would like to give him more, but doesn't feel like we can do that this year. If we do the property tax increase, it can help us get there. Greg Taylor abstained from the conversation. Cheryl Henrie asked about how much the benefits are of the total. Mendon City doesn't offer health insurance. Kirk is in the Tier I URS pension where 18% goes into the pension. For Logan he goes up to the \$25,000 full-time salary. Mayor Buist suggests a 2% increase for Logan. All other salaries and rates stay the same.

Canal rental rate \$43. Jon mentioned that it may increase next year, but hasn't been decided. We lease approximately 140 of the 217 we own. Jeff asked about raising rental fees. We are typically higher than the cost. Jon stated that we don't want to get to the point that people use culinary because they don't want to pay the rental fee. \$31 of the \$43 rental fee goes to the water conservancy district. Jon stated that we started at \$9 over the cost, and now we are at \$12 over the cost. The revenue goes toward storm water. Mayor Buist stated that if we see an increase we can raise that fee. Paul stated that the bills go out in April so they would need to adjust it now for next year. Jon stated that they are talking a significant increase, so we would have to increase it at that time anyway. The water conservancy district will decide that in October. We would take the hit for a year, but there is no way to know what the rate will be set at. Kelly suggested waiting and adjust at that point. Jon stated that at what point do you price it so that

people don't want to adjust the landscaping which changes the look of the community. 85% of Mendon residents use secondary water.

Food stand agreement will be 80/20 for both non-profit and for-profit organizations. Fire inspection fee is \$40 and comes out of the P&Z budget.

Fire Department pay scale was agreed to in 2011. Paul's concern is that we should match more with Wellsville and pay only on the per hour. Lisa Helms stated that it is how it used to be. Mayor Buist stated that they now have more training that they didn't used to have. These people are highly trained and home insurance rates reflect that. Also, decreasing these incentives would affect morale. Kelly stated that these volunteers get very little for what they do, so any benefits are well deserved.

Logan Tidrow \$25,000 and an increase of 2% increase. Suggested increase for Kirk Taylor is 3%. Katie Child stated that as we talk about morale we should talk about Kirk who works day in and day out. He works during the snow storms, and we all benefit by what he does. She feels strongly that he deserves the larger increase. Mayor stated that he would like to, but he just can't do it with this budget. Katie stated that this is an argument for increasing property taxes. Mayor Buist agreed that the hope would be to increase it over the next few years.

Mayor Buist closed the Public Hearing at 8:26pm and opened council meeting.

Mayor Buist read **Resolution 2017-05 Fiscal Year 2017/2018 Budget including the setting of Salaries, and the General, Water, and Capital Projects Funds.**

Budget 439,999. Water fund \$400,000, Capital projects \$0. Mayor suggested that the property tax rate be increase to the larger rate that has been discussed and begin those procedures to do so. Kelly stated that the consensus is to raise the tax and he agrees. Karole is interested to see where it goes but thinks that is what we need to do. Greg stated that he agrees because we need to build the capital projects fund. Equipment is not cheap. Jon is supportive also. Increased revenue amount requested is \$23,500 per year. A public hearing will be held, and if it is approved, the increase will be available in the next fiscal year. Jon motioned to approve the proposed budget as read. Greg seconded, and the council approved unanimously.

Proposed Animal Control Citation Fee Schedule

A public hearing was held last month concerning animal control and fees associated with citations. We have worked with the Nibley City Court system. We are asking animal control to enforce these ordinances and there is latitude for officers to work with the animal owners. The increased fines will be a deterrent to ordinance violation. Nancee Jabbs, Nibley Court, suggested the severity stay the same as we have had, but that fine amounts could be increased. Teena Young stated that we already have the ordinances in place and this resolution just increases the fine amounts. Mayor Buist read Resolution 2017-06 Animal Control Citation Fee Schedule. Karole moved to adopt Resolution 2017-06, Greg Taylor seconded and council agreed unanimously.

Eagle Scout Project Report – Justin Helms

Justin has completed his Eagle Scout project. They moved the boxes of books from Katie Child's house to the library. They had 40 helpers and 20 hours of initial help. He was supposed to build shelves, but it didn't work out with time restraints. They processed another 600 books for another 20 hours. Mayor Buist signed the eagle scout project paperwork and Karole also thanked Justin for his service. The

contractor is concerned with the weight of the books upstairs and the librarians are working to process those books.

Deputy Sutherland was not in attendance

Eric Dursteler, City Engineer

The pump testing will begin next week. We are excited to see what happens. We will do a 12-hour step draw down test. The hydrologist will give us an idea of what that well will do. Jon asked about where the water will go. Eric stated that it will go down the west side of the highway. Jon stated that we need to look at that because his concern is it will go east over the road when it runs out of ditch. He wants to make sure we don't flood anyone. Mayor Buist asked if the test will be for both quantity and quality. Eric stated that they will test for iron and nitrates also. Our initial test came back with high iron, but Eric stated that when you flush a well water quality improves. Jon stated that this is a test hole. When the pump test is done, we will seal off the test well and drill another well to state standards.

Kirk Taylor, Public Works

Kirk stated that we had some saw cutting and drain lines installed at the Mendon station. The next job is to concrete it back. The 2" pump isn't working today; he will talk to Wayne Myers to look at it. At the cemetery we have a lot of work to do to get ready for memorial day. We do need playground chips at Taylor Park. They continue to patch potholes.

Mayor Buist stated that in preparation to extend the cemetery are there things we need to look to doing now. Jon stated that we need to put together an exact plan. Greg stated that he will get a meeting together with Eric Bowen and others to discuss the plan. Jon stated that there once was a surveyed plan to go west. Kelly asked about the possibility of expanding to the south because the roads are so narrow. Mayor Buist stated that there has been some discussion with property owners in the past. Greg stated that they need to talk to those owners again and see if they would consider an option. Eric Bowen has had some positive conversations about that. Jon stated that the challenge is that the land has been subdivided among the family. Greg stated that with talking with Eric Bowen there may be 20 plots left. There are other's that families currently own which may be bought back. Karole stated that the problem is many don't have the deed.

Mayor Buist stated that they have been approached about soccer games at Taylor Park. These are city streets and can be parked on, but he hopes people will be mindful. Kirk stated that the new backhoe has been ordered, we do have a loaner to use until it gets here. There is no charge for the loaner. The current spring flow rate is 368. Jon asked about the static level. We would anticipate that the well level would come close to the surface and our springs would be 450 gal/min because of the wet spring but it hasn't. This may be because the snowpack hasn't melted, yet. They may still reach that point, but usually we have hit the spring peak by the first part of May. This weighs into the discussion about allowing new homes.

Council Reports:

Bob Jepsen: (not present)

Mayor Buist stated that Bob was not present but he is over Planning and Zoning. There are groups here who would like to discuss planning and zoning topics.

Teri Miles stated that 2 years ago they came to city council to discuss if there was a place where Top Job would fit. They were told there was an area for this type of business. They found a piece of property and came back to council to see if it would be a good fit and they were told that it was. They then went through the annexation, rezoning, and purchasing process. They have been working with planning and zoning on a list of what they need to submit because the property is zoned Light Industrial. They attended planning and zoning last night with everything on their list seeking approval. The vote was a tie; Teri feels like they have done everything they have been asked and have addressed all complaints that they have received. Teri asked P&Z when there last was a complaint, and they said last summer was the last time. Teri asked what they should do now, they feel like they have addressed everything.

Mayor Buist stated that the Light -Industrial is new so they are working with Josh Runhaar, Cache County to work through this. Mayor Buist is still hearing these complaints. We are going to get exactly what we need lined up; he will meet with Josh Runhaar, planning commission, and Bob Jepsen. He will push this effort as Mayor to get things done in P&Z to bring to City Council. As for the concerns, a lot of this stuff is new to the area. It's been frustrating because the neighbor complaints were from people that were in positions to make changes to the general plan but didn't do so. Now it has become an issue. Mayor Buist wants to get this through, people have built there near the commercial area, there needs to be some coexistence. This is difficult for everyone. Joni stated that we have new members and they are striving to get up to speed. Mayor Buist will get with Joni, Josh Runhaar, Bob Jepsen. This is the route we want to go. Teri asked about a time frame; Mayor Buist said it would be as fast as they can. Jon stated that Josh is dealing with flooding issues right now, so he may need more time.

Jon asked for an update for what has been done for the state hazard waste rules. The area is a high-water table area and much of the flooding ends up down in that area. Duane Miles stated that he hasn't found anyone who can tell them what they need to do. Jon stated he needs to talk to DEQ. They have told them he doesn't need a SWIP because they didn't disturb any ground. Jon stated that there is a potential for a hazardous problem there, and he is not comfortable with moving forward until he knows the state has said that everything has been approved. It is important that they get the permits. Greg stated that there is a storm water permit, every business must have one. Jon stated that he deals with it in agriculture because of animal manure. Kelly stated that the Division of Water Quality monitors these items and requires reports. Jon stated that he could get them in touch with those people.

Mayor Buist asked that Joni set up a meeting with Joni, Jeremy Martin, Bob, Mayor and Josh Runhaar, and also involve Paul Taylor. Duane stated that he met with Paul Taylor and wants engineering stamps for the structure itself. He has worked with Paul with the site plan and as far as we know he is happy with the site plan and just needs the building plans. Greg asked if the building will help with noise. Teri stated that we haven't heard any complaints as far as they know they have addressed all concerns.

Jeff Powell stated that he doesn't know the whole process but he is concerned about after initial approval, if they change and aren't as willing to address concerns. Mayor Buist stated that it is taken care of in the yearly business license approval. Jeff stated that there is a sawmill next to his home. The city is not aware of this sawmill. Mayor Buist stated that this is how concerns are brought up. Jon asked Jeff, when you purchased where you aware you were building near what the city has designated as a commercial area. Planning and Zoning should discuss this general plan so people understand where these areas are designated. What Jeff is talking about with the saw mill isn't appropriate for the residential zoning. Council displayed the general plan map with future zoning designations. Jon stated that this is the first thing P&Z should discuss with future builders.

Lana Archibald stated that there are 3 homes under construction and asked about when they were given permits. Mayor Buist stated that he knows of 2 and they were given permits Nov 2015. She stated that when they were given the permit in Nov 2015, the policy stated that they had to purchase the property by Jan 2016 and be half way done by June 2016. That's what she was told and what is says in the minutes. Since they are still under constructions, she stated that the rules have been bent. Mayor Buist stated that he doesn't believe any rules have been bent. One home was a trade on their water meter because they own a neighboring home and will just trade that hookup to the new house. For the other house, they are taking longer to build. He would not ask them to tear down because they have taken longer to build as he wouldn't ask that of Lana. Lana stated that the rule was that they buy the permit by January, which they didn't, and have the home halfway done by June and they weren't. Mayor Buist stated that they got their permit. Eight were approved and only six went through with getting the permit.

Lana asked about lots in the subdivisions or other places that have water meters, were those water meters counted in the total system. Daphne stated that all of them had to be accounted for. Lana asked if they could buy their right to use of a meter, and then build their home. Those meters have already been accounted for in the study. Jon stated that our calculations were based on 430 so if there is someone within that 430 not using a meter he wouldn't see it as a problem. Jon reiterated that the spring has not come up and the booster station has not come up. They had thought these would increase and we would find water when we talked about possibly allowing homes at some point. We don't want to create a false hope. There are issues that make our situation precarious, and it can change at any moment.

Lana stated that if you are already counting these meters in the calculations, what would be the objection to them buying one that isn't in use. Mayor stated that we have a buffer and with that buffer we are already 3 over on an average year. Paul stated that there are probably 4 or 5 meters not being used. Kelly stated that if there are 4 not being used, then we are one below the buffer for an average year. Kelly wondered how to do a transaction like transferring the allowance of a water meter; the original water meter may need to be removed.

Eric stated that on the spreadsheet these unused meters have been accounted for in the system. If they want to buy an existing meter right, it is already accounted for. Jon stated that it has to be iron clad and have an attorney work with the agreement to make it a binding document because it could put the city in a difficult position. Kelly stated that we need to look at those numbers again before verifying. Karole agreed.

Steve Archibald asked about the test well; if the well is good, they wouldn't be hooking up until Fall, so what would that stop them from building. Eric stated that if it is a good well, it still has to be tied to the system before we allow more hookups. Kelly stated that if we get close to the limit, then the state will be telling us what to do. Mayor Buist posed his concerns as follows: In July 2009 the well went down, what he is most concerned about is if Cobblestone goes down again, we are in a bad situation, and it is a possibility. He stated that he has to look at worst case scenario. If council is comfortable with investigating this then that's what we do. Mayor Buist said he is concerned because he has to worry about everybody. Kirk added that the new well isn't recovering and history is showing that it isn't producing what we have hoped. Mayor Buist stated that the Archibald's need to see what they can find and work with an attorney and council will see what they can do.

Greg Taylor

We had an Eagle Scout project do some work in the Mendon Station to help with the flooding. They trenched the floor and put a new drainage in with a new 2" pump in. This is CJ Myers' Eagle Scout project. We are grateful for his service. During the power outage, the pumps weren't working. The water was 2ft deep the next morning. We still need to get stuff out. There are platforms that Richard Watkins says they are the city's. There is mold growing on them. The Myers' removed all the sheetrock they could. All the sound equipment has been moved and it is still working. The wood floors will be redone in September. Mosquito Abatement is in full swing, they have sprayed in Mendon today. He will set up a cemetery meeting to discuss expansion. There has been some thought to allow graves below the trees, but we need space for a new shed in that area also.

Karole Sorensen

The food stand is up and running. Kirk stated that we used the Rocky Mountain grant to replace the frig, and we also replaced one burner. Next meeting for the Library Board is in July. The Watkins are planning a program in the library for the July 24th celebrations. Trails are on hold. Kelly stated that he got a letter from the state about the safe walk to the school grant application. He will get that information to Karole; it is competitive but it may be worth applying for. Some programs look at what local entities are willing to match.

Kelly Barrett

Mayor Buist asked about the CCOGG. Kelly stated that we could probably absorb the 10% if we do a \$200,000 project and we use \$20,000 out of the streets budget. Kelly stated that he thinks we should apply and fund it out of the next fiscal year. There is a percentage that will be given to small communities. Kelly mentioned appreciates the Youth Council and all the service they give to the city.

Greg stated that with the water being pumped out of the station is going across the fire department parking lot which is mossy and slippery. It was dry today, so he is concerned because he wonders where the water going that comes out of the station. Greg added that if the power goes out, then we need to get a generator down to the station ASAP.

Jon Hardman

Jon stated that Utah Power is proposing to raise Cutler Reservoir by 3 feet, and this will have an impact on our drainage system. Another thought is if we have to put a sewer system at some point this cuts down on the areas that it could be placed. It would be eight years before it is implemented. There will be multiple impacts; they are taking public comment right now as it is conceptual.

Eric stated that since this building is the new command center, there are emergency funds and grants for things like this for new buildings. We need a generator to run the building and also to run the water pumps.

Jon motioned to adjourn. Karole seconded the motion, and the meeting adjourned at 10:04 PM