

MINUTES OF THE HUNTSVILLE TOWN COUNCIL MEETING

Thursday, April 17th, 2008

7:00 p.m.

Huntsville Town Hall

Present: Mayor James McKay
Council Member Jim Truett
Council Member Max Ferre'
Council Member Steve Johnson
Legal Council Jerald Engstrom
Clerk/Recorder, Gail Ahlstrom

Excused: Council Member Richard Sorensen

Citizens: Deputy Chatelain John Posnien Ron Gault
Franco Mortarotti Carl Shupe Ramona Clapperton
Suzanne Ferre'

Mayor McKay called the meeting to order. There is a quorum present tonight. The Mayor welcomed all visitors in attendance this evening.

The pledge was led by Jerald Engstrom.

Motion to adjourn Regular Council Meeting to hold Public Hearings:

Mayor McKay explained that there are three public hearings scheduled for tonight's meeting.

CM Truett made a motion to adjourn the regular council meeting to hold the public hearings. CM Johnson seconded. All votes aye. Motion does pass.

Roll: Deputy Chatelain John Posnien Ron Gault
Franco Mortarotti Carl Shupe Ramona Clapperton

Second Public Hearing to discuss the project determined in the CDBG 2008, project:

Mayor McKay opened the second public hearing for the CDBG program. Mayor McKay stated that this hearing was called to allow all citizens to provide input concerning the project that was awarded under the 2008 Community Development Block Grant Program. The council made the decision to apply for a grant to replace some old undersized and dilapidated water lines in town. The application was submitted and was successful in the regional ranking and rating process at the state. Part of the initial project was pulled out from the town's original request but Huntsville Town was awarded a multi-year grant totaling \$118, 330.00. The Mayor explained that the project constituted in this grant will be to replace three blocks of water lines. One block, between First Street and 200 S. on 7000 E. and two blocks, on First Street starting at 6800 E. and heading west for two blocks. They will upsize the line from a three inch to an eight inch line, plus to provide new connections. The project will also provide new meter sets, meters, and connections for all connections on both sides of the street within the three blocks mentioned.

The 2008 grant year begins July 1st, at that time the town will receive \$90,949.00, for the 2009 grant year, the town will receive on July 1st, \$27,381.00, for a total of 118, 330.00 from the CDBG grant. This project is included in the Huntsville Town's Capital Improvement plan where the project was specified as a long range goal for replacing and upgrading the existing old dilapidated water line. Mayor McKay indicated that copies of the Capital Improvement Plan are available if anyone would like a copy. The Project also includes putting in new fire hydrants along First Street. The Mayor introduced Gail Ahlstrom as the project manager for the CDBG 2008 Waterline replacement project. The meeting was opened for public comment.

John Posnien asked if this information would be available to the public to review. The Mayor replied that the clerk could compile a list of funding and the project locations. Franco Mortarotti asked for clarification as to where the construction will take place and if the project has been put out for bid yet. The Mayor replied that the project has not been put out for bid yet. Jerald Engstrom asked if there is still more pipe that needs to be replaced after these three blocks are completed. The Mayor replied, yes. It was determined that these three blocks were the most critical, but there will still need to be more construction takes place before the entire system is updated. Franco asked what happens if there is any money left over from the project. Mayor McKay replied that if there is money left over at the end of the project the money will fall back into the CDBG program to be reallocated. Project cost usually end up being more expensive due to the Davis Bacon Wage laws. Estimates for the cost of construction, engineering, administration, etc. figures were supplied by J-U-B. Carl Shupe asked if the bids came in lower than what J-U-B estimated, could the town then add on an additional block to the project. Mayor McKay didn't believe this would be allowed because of the application process that has to take place. Only costs incurred after the town has a signed contract are reimbursable. John Posnien asked if the contractors bidding on the project knew before hand how much the town had been allocated from the state. The Mayor commented that generally the lowest contractor bid is higher than the engineers estimate. There were no more comments.

Public Hearing on Title 7: Impact Fees:

CM Johnson presented the draft ordinance on Impact Fees. Mr. Engstrom has reviewed the ordinance and gave his approval. Mr. Engstrom explained that Impact Fees are governed by statute. The statute's purpose is to make sure that the money that is collected on impact fees, is used for the benefit of the project the fees are collected for. It is to help with improvements that provide the service you pay the fee for. Carl Shupe asked if the fees were based on an average cost. The Mayor replied that there are two types of fees. One is an impact fee and one is a connection fee. An impact fee, when someone connects to the water system, that connection impacts the entire water system. The water department has gone through a mathematical exercise to determine the cost of someone actually hooking up to the water. Currently the connection fee is \$2,500; this fee is the same for everyone inside town. If they are outside of the town it is treated like an impact fee, but is done differently because, in town we are required to hook up to the town's water system, outside of town it is optional and the fee is \$7,000. With the connection fees, the water department has tried to figure what actual costs are, connection fees can't be an area where the town can make a profit but it needs to cover equipment, meters, material, time and labor. It was determined and adopted by resolution that this fee would be \$1000 or actual cost whichever is greater.

This is what Carl Shupe was getting at, if the connection is on the same side of the street, there wouldn't be a need for a road cut, and would cost less.

Public Hearing on Title 8: Trees and Use of Town Property:

CM Johnson presented Title 8: Usage of town property. Very minor word changes were made to this proposed title at tonight's work session. Carl asked if the town has a tree board. Franco commented on the mail box issue, he understands that this ordinance is going forward and is not retroactive. CM Johnson replied that the premise of this ordinance is a safety issue, in Franco's neighborhood with a cul-de-sac, speed is not an issue and a brick mailbox wouldn't be a safety hazard.

Motion to close Public Hearings and re-convene the Regular Council Meeting:

CM Ferre' made a motion to adjourn from the public hearings and re-convene to the regular council meeting. CM Johnson seconded. All votes aye. Motion does pass.

Department Reports:

***Mayor McKay:**

Discussion and/or action on 2nd Public Hearing on 2008 CDBG project:

Mayor McKay explained that the CDBG project is basically to replace three blocks of undersized old lead pipes and joints, and to add fire hydrants and service connections. **Mayor McKay made a motion to move forward with preparing and submitting the final application for the Community Development Block Grant, and that Gail Ahlstrom, the Town Clerk be the project Manager of the CDBG project. Gail will handle all the paper work, reviews, and all items necessary in overseeing this project.** The town was awarded \$118,330.00 in a multi-year grant and the project funds will be used for the three blocks indicated prior. CM Ferre' seconded. All votes aye. Motion does pass.

Roll Call:	Mayor McKay	<u>Yea</u>	CM Truett	<u>Yea</u>
	CM Sorensen	<u>Excused</u>	CM Ferre'	<u>Yea</u>
	CM Johnson	<u>Yea</u>		

Mayor McKay thanked Gail for the work she has done so far on this project, and for her work on the previous 2005 grant of \$218,000 where she was also the project manager. The Mayor stated that the final application has to be submitted by May 2. The next deadline is July 11, after final application is approved, the state will provide a contract that needs to be signed and returned by this date. Following that, the town will proceed to the engineering stage. The project must be engineered with plans submitted to the Division of Drinking Water, once they give their approval then we can go to bid for the project, then construction. Because this is a multi-year funded project, we anticipate having the bid done toward the end of the year, with construction in 2009 during May or June. This project should last just two to three weeks.

Discussion and/or action on appointment of Planning Commission Member:

Mayor McKay made a motion to appoint Suzanne Ferre' as member of the Planning Commission for a five year term. CM Johnson seconded. CM Ferre' abstained from voting.

Roll Call:	Mayor McKay	<u>Yea</u>	CM Truett	<u>Yea</u>
	CM Sorensen	<u>Excused</u>	CM Ferre'	<u>Abstained</u>
	CM Johnson	<u>Yea</u>		

Arbor Day:

Mayor McKay stated that he has received a letter indicating that Huntsville Town is a member of Tree City USA, for the third year in a row. There will be an Arbor Day Celebration at Valley Elementary School April 22 @ 10:00 a.m. There are 50 communities, in the state, who have qualified for this honor. The Mayor stated that Sandy Hunter applied for a grant for \$250, which was awarded to the town, to cover the costs for the Arbor Day Celebration. Mayor McKay read from the proclamation honoring Arbor Day Tree planting.

Department Reports:

The town received a CD from the county with the aerial photography of the Ogden Valley. This CD will be kept on file at the town hall.

***Council Member Johnson:**

Discussion and/or action on proposed Title 7: Impact Fees:

CM Johnson made a motion to adopt the proposed Title 7: Impact Fee, as presented.

CM Truett seconded. All votes aye. Motion does pass.

Roll Call:	Mayor McKay	<u>Yea</u>	CM Truett	<u>Yea</u>
	CM Sorensen	<u>Excused</u>	CM Ferre'	<u>Yea</u>
	CM Johnson	<u>Yea</u>		

Discussion and/or action on proposed Title 8: Trees and Use of Town Property:

CM Johnson made a motion to adopt the proposed Title 8: Trees and Use of Town Property.

CM Ferre' seconded. All votes aye. CM Johnson thanked Ron Gault profusely for all of his work on the ordinances.

Roll Call:	Mayor McKay	<u>Yea</u>	CM Truett	<u>Yea</u>
	CM Sorensen	<u>Excused</u>	CM Ferre'	<u>Yea</u>
	CM Johnson	<u>Yea</u>		

Discussion about electric fence on town property: (Located at 7700 E. and 400 S.)

CM Johnson mentioned that an electric fence has been erected on town property. Action has been taken and the owner has agreed to take the fence down by the end of the week. Sgt. Ryon Hadley made contact with the Kinnear's Tuesday and had a discussion with Nicole. They were advised that they were in violation of the town's ordinances and were told to take the fence down. Deputy Mike Chatelain and Iris Hennon met on site with Sgt. Hadley yesterday, and the fence is still up. The officers will give the Kinnear's the rest of the week to remove the fence. If the fence is still there Monday, Iris and Mike go back and will proceed with further action. CM Truett is concerned about the electric current being turned on. The electric wire is right along the road. If it is governed by a typical livestock control, it would be intermittent, it is deemed to be safe. There isn't any type of ordinance to prohibit the use of an electric fence.

Mike didn't feel it would be an immediate threat. The Kinnear's are claiming that they put the fence up to fence horses. Obviously there is a certain amount of liability with it being so close to the road. They are circumventing the town's ordinances so the liability will rest with the Kinnear's. Monday, if the fence isn't removed Mike will return with Iris, with a 48 hour warning.

***Council Member Sorensen: (Excused)**

Discussion and/or action on upgrading town's office computer:

CM Truett filled in for CM Sorensen at his request. There are two computers in the office right now. One of them is not being used because it is so old and slow. CM Sorensen has been checking around, he checked with Dell Computers and the state's purchasing website. **CM Truett made a motion to utilize funding from the 2007 Municipal RAMP grant to procure a new computer for the town hall office, not to exceed \$1,100.** CM Sorensen has found a computer for around \$600-700. CM Johnson seconded. Mayor McKay questioned if a computer would qualify for the use of the RAMP monies. Ron Gault replied that he would check with the county to make sure it would qualify. Mayor McKay recommended waiting on this purchase until further clarification from the RAMP committee as to whether this would be an appropriate expenditure or not. CM Truett asked if there is a need, does there have to be a motion to approve the purchase of the computer if it's only \$600 or so. Mayor McKay acknowledged the need to upgrade town equipment, but he would like to see the two computers networked to work together. CM Truett commented that CM Sorensen took Lane Hoyt with him when he went to look at the computer. CM Truett withdrew the motion pending information from Ron Gault. Motion dies.

Department reports:

CM Truett passed out the list of auction items secured from last year's 4th of July. He asked each council member to identify areas that they would be willing to acquire for this year's auction.

***Council Member Truett:**

Update on landfill:

CM Truett commented that last year the landfill was opened on April 18th on Tuesday nights. Steve Bruner opens the gate and tends to the landfill. Steve Bruner drove into the landfill Sunday and there is still 6-8 inches of snow. CM Truett would like to open the landfill on May 3rd, this will give the road more time to dry out. This year the landfill will be open on Wednesday nights from 6:30-8:00 p.m. and Saturday from 10:00 a.m.-2:00 p.m.

Update on cemetery:

CM Truett contacted Grass Plus, and asked them to take a look at the cemetery and give the town a bid for maintaining it. CM Truett is looking for ways to save money. The bid would be for mowing, spraying, edging, flushing out the sprinkling system, and sprinkler repairs. There are places in the cemetery where there is dead grass from broken sprinkler heads. CM Truett wants to get three bids so there is a comparison. Grass Plus has supported the town on numerous projects over the years.

CM Truett commented on a bill from December and January that was submitted for \$2,100, on the February bills which were not approved at the last council meeting.

CM Truett at first was under impression that this bill was for snow removal, but upon further research found out that this bill was for grave digging. CM Truett stated that Lonny Bailey usually has been digging graves for the town but had been laid up with a bad knee this winter. S & S Excavating was hired to come in to dig 7 graves and do some snow removal. S & S Excavating was more expensive than Lonny. Lonny charges \$15 an hour to dig a grave, and it takes him 3-4 hours to dig a grave. Lonny has done a great job in digging graves for the town. S & S actually dug into a grave plot that was not accurate, and had to quickly change where they were digging. Mayor McKay stated that is why there is a probe at the cemetery. With this said, hopefully Lonny will continue digging graves for the town. CM Truett asked what happens when Lonny goes on vacation. CM Truett asked Greg Chambers to see if he would be a backup grave digger. Greg stated that he will charge \$200 if he uses the town truck, if he uses his truck, it will cost \$250. That's \$100 less than what the town paid S & S Excavating. CM Truett would like to have a meeting with the Forest Service about the gopher's problem in the cemetery.

Discussion about Ogden Valley Pathways:

CM Truett had the opportunity to meet with Kim Wheatley, who is on the Ogden Valley Pathways Board. The O.V. Pathways has \$6,000 in funds left over from last year and have been awarded \$20,000 more this year. They were also awarded a \$27,000 RAMP grant. They have money and are ready to spend it. Some of the funds need to be spent by the middle of June. Right now the existing path ends at First Street and Hwy 39. Their next connecting point would be Jefferson Hunt Campground. CM Truett drove through the town with Kim to figure out the best possible route for the trail. They want to put signs up signs to indicate where the pathway leads. They do not want to put the pathway on town property, but use the existing roadways. CM Truett had a highlighted map of the town with a proposed trail. One of the initial problems will be figuring out how to get over spring creek. They could bring in road base to build up the inside of the guard rail, or they discussed constructing a wood bridge to get access to the path. After the trail meets up on First Street it will make a left onto 7700 east, then turn right at 200 south, then left when they hit the park on 7500 east, then follow the road south and enter the access off of 500 south for access into Jefferson Hunt. This is just a proposed trail nothing is set yet. Carl stated that the path follows right of ways, causing people to have to stop. Mayor commented that this becomes a planning issue and recommended sending this issue to the planning commission for their analysis.

Discussion about Weber County Schools:

CM Truett is still working on the draft letter to mail to the Weber School Board. CM Truett hopes to have a final draft of the letter ready for the May 1st meeting. This letter will address Valley Elementary leaving Huntsville and moving to Eden. There is an town alleyway that was deeded to the school, and if the school is sold the town would like the alley deeded back. The main issue is that the town paved 200 south in front of the school, to help expedite the remodeling of the school. The town used most of its B & C road funds to repave and widen the road at the cost of \$42,000. This letter is to ask them to reimburse the town for this expense.

Department reports:

CM Truett reported that the town's Tree Committee Board members are Sandy Hunter, Pat Tanner, Willow Butters, Steve Songer, and Max Ferre'.

With Steve Songer's knowledge of trees he is a valuable resource for the town. They secured a \$250 grant to pay for the Arbor Day Celebration expenses. Sandy Hunter secured another \$750 grant from the State of Utah from the Department of Forestry. Sandy is doing a great job procuring grants for the town.

Secondary Water Meeting:

CM Truett reported that on April 8th the Secondary Water Board had their annual meeting at the Ogden Valley Library. Two new board members were voted in, Glen Thomson and Doug Allen. Lewis Johnson will remain as the president.

***Council Member Ferre':**

Department reports:

CM Ferre' talked about scheduling the town clean-up. Dave Jenkins has agreed to head this project up again. **CM Ferre' made a motion to hold the town clean-up on May 17th @ 8:00 a.m. meeting at the east bowery.** CM Johnson seconded. All votes aye. Motion does pass.

Roll Call:	Mayor McKay	<u>Yea</u>	CM Truett	<u>Yea</u>
	CM Sorensen	<u>Excused</u>	CM Ferre'	<u>Yea</u>
	CM Johnson	<u>Yea</u>		

CM Ferre' passed out a list of proposed road work considerations for this spring. CM Ferre' has asked Rex Harris to drive around town with him to help prioritize the list. The list included pot holes, overlay and crack sealing locations. There is a new water problem by T.J. Stirland's at 7700 east and 200 south. CM Ferre' wondered if there needs to be a culvert or a drain box installed. CM Truett stated that he approached T. J. Stirland last summer, when they were landscaping their property, they were informed that there should have been more top soil put in before they landscaped. The Stirland's were told in advance that this would be a problem. This water puddling will become a problem that will erode the roadway quickly. Rex Harris thought that there was an old culvert under the road at this corner. There is \$35,000 in B & C Road Funds right now. A French drain costs about \$5,000 to install, and has really helped on the corner of 500 south and 7700 east. The council discussed the problem on First Street and 7700 east road where the pipe under the road has deteriorated and has made the road above cave in. The pipe needs to be replaced. The Mayor mentioned a drain needs to be placed in front of the dentist office as well.

New Business:

There was none.

Citizens Comments:

John Posnien asked if CM Truett had a breakdown on all of the expenses at the cemetery for the past year. CM Truett replied that he does, but it is at his home.

Approval of Town Council minutes for meeting held April 3rd, 2008:

CM Johnson made a motion to approve the Town Council minutes held April 3rd, as prepared. CM Ferre' seconded. All votes aye. Minutes are approved.

Approval of Summary of minutes for meeting held April 3rd, 2008:

CM Truett made a motion to approve the summary of minutes for April 3rd, as amended. CM Ferre' seconded. All votes aye. Minutes are approved.

Approval of Bills for February 2008:

CM Truett made a motion to approve the bills for February, 2008. CM Ferre' seconded. All votes aye. Bills are approved.

Approval of Bills for March, 2008:

CM Ferre' made a motion to approve the bills for March. CM Johnson seconded. All votes aye. Bills are approved.

Mayor McKay mentioned that all item on the agenda have been addressed. CM Johnson made a motion to adjourn. CM Ferre' seconded. All votes aye.

Meeting adjourned at 8:45 p.m.

Gail Ahlstrom, Clerk/Recorder

James C. McKay, Mayor