

MINUTES of the regular City Council meeting of Wellsville City held Wednesday, March 16, 2016, at the temporary Wellsville City Offices at 25 North 100 East. City officials present were Mayor Thomas G. Bailey, Councilwoman Mary Ann Degn, Councilmen Gary Bates, Carl Leatham, and Perry Maughan. City Manager/Recorder Don Hartle and City Planner Jay Nielson were also present. A copy of the Notice and Agenda was mailed to the Mayor and Council members and emailed and faxed to the Herald Journal on March 11, 2016. The meeting was called to order at 6:00 p.m. by Mayor Thomas G. Bailey.

Others Present: Jennifer Leishman Dayton Crites Gary Saxton
Jed Willets Jonathan Shill Kurt Bankhead
Chris Breinholt Jennifer Hendricks Paul Egbert

Opening Ceremony: Mary Ann Degn

Councilwoman Karen Higley was excused from this meeting.

The Council reviewed the agenda. Don Hartle stated that item #9 had to cancel and reschedule for a future City Council meeting. Perry Maughan made a motion, seconded by Carl Leatham, to approve the agenda with the change.

YEA 4 NAY 0
Gary Bates
Mary Ann Degn
Carl Leatham
Perry Maughan

The Council reviewed the minutes of the March 2, 2016 regular City Council meeting. Carl Leatham made a motion, seconded by Gary Bates, to approve the minutes of the March 2, 2016 regular City Council meeting as presented.

YEA 3 NAY 0 ABSTAIN 1
Gary Bates Perry Maughan
Mary Ann Degn
Carl Leatham

Payroll is approved through the budget, therefore, the checks approved in the City Council minutes aren't in numerical order from City Council meeting to City Council meeting as the City uses the same checking account for payroll and accounts payable. After review and discussion, Mary Ann Degn made a motion, seconded by Carl Leatham, to approve the City's account payables bills for payment, represented by check number 19238 through 192273

YEA 4 NAY 0
Gary Bates
Mary Ann Degn
Carl Leatham
Perry Maughan

There was no one in attendance for citizen input.

Dayton Crites met with the City Council. Mr. Crites introduced himself, and stated that his position as County Trail Planner is a new position with Cache County. Mr. Crites stated that as Cache County grows, he wants to be able to build places for citizens to walk and bike. Trails are important so that people can get outside and be healthy. Mr. Crites stated that he would like to help each city. Mr. Crites stated that if during a City Council meeting trails are being discussed, the city could contact him for information. Mr. Crites stated that he has identified some funding sources. Mr. Crites stated that he can help with any plans that the city may have. Mr. Crites stated that he is excited to build trails and help Cache County. Mayor Thomas G. Bailey thanked Mr. Crites for attending this meeting.

Wade Campbell was to meet with the City Council to discuss various concerns in the area of the City Cemetery. Mr. Campbell didn't show up to this meeting. Perry Maughan stated that he was the individual that brought this issue to the attention of the City Council. Mr. Campbell owns the property to the east of the City Cemetery. There are cattle on this property, and they are causing the property to sluff off. Mr. Maughan stated that this is costing the city money because they are losing burial plots. Mr. Maughan asked that Mr. Campbell be contacted and added to the next City Council agenda.

Jed Willets met with the City Council to discuss potential roads and access onto Main Street (Highway 101) at the east boundary of the City. Mr. Willets handed out a copy of the plat map. Mr. Willets stated that he looking to build a 50-lot subdivision. The property is in the name of Glenda Sorensen Trust. Mr. Willets stated that he met with UDOT this morning, and they would like the entrance to this subdivision lined up with the driveway that is across Highway 101. Mr. Willets stated that UDOT will conduct a traffic study, and that it will have to be reviewed. There is a small chunk of the property that is currently in Wellsville City limits. The rest of the property is in the county, which will be annexed into Wellsville City. The Wellsville City Road Master Plan shows the entrance to the subdivision in the middle of the property. Mr. Willets stated that he would like the entrance to the subdivision closer to the east boundary line. Carl Leatham asked if Mr. Willets had seen Wellsville City's Road Master Plan. Mr. Willets stated that he has. Mr. Leatham stated that an access point closer to the east boundary line shows blind spots to the east and the west. Gary Bates stated that there is 350 feet between the street and the closest neighbor. Mr. Bates stated that the state requires 500 feet. Mr. Willets stated that he discussed a variance with UDOT this morning, which looks to be a common practice. Mr. Bates asked about the property between the home and the location of the proposed subdivision. Mr. Willets stated that it is a 5-acre parcel owned by JR Petersen. Perry Maughan asked if this issue has been discussed with the Planning Commission yet. Don Hartle stated that he suggested to Mr. Willets to discuss the issue with the City Council first. Mr. Maughan asked about utilities. Mr. Willets stated that utilities are present in front of the Victorian-style home. Mr. Willets stated that the sewer is deeper by Sharp Transportation, and then heads west. Mr. Willets stated that he is contacting other property owners about the sewer line. Mr. Maughan asked if the utilities will run along Highway 101. Mr. Willets stated that the water line is installed along Highway 101. The sewer line is installed on private property, and Mr. Willets will have a dedicated easement for the sewer line on private property. Mr. Maughan stated that Wellsville City doesn't allow the sewer line to be installed on private property. Mr. Bates stated that a sewer line installed on private property is almost impossible to maintain. Mr. Willets stated that he is still reviewing the sewer line. Mr. Maughan stated that a sewer line installed on private property costs the taxpayer's money. Mr. Bates asked if Mr. Willets has thought about providing access to Mr. Petersen's property. Mr. Willets stated that Mr. Petersen's property has a farm access, as does the property that Mr. Willets is trying to purchase. Mr. Leatham stated that as soon as there is a change in ownership, UDOT will change the type of access. Mr. Bates stated that in all fairness to Mr. Petersen, there should be some way to include Mr. Petersen. Mr. Hartle stated that when Mr. Willets discussed this issue with him, the road wasn't on the east side of the property. Mr. Willets stated that it is not a big deal where the road comes in at. Mr. Willets stated that he was hoping to have a subdivision similar to Wellsville Ranches where there are a couple of acres of open space in the middle of the subdivision. Mr. Leatham stated that his opinion is that Mr. Willets follows the Wellsville City Road Master Plan. Mayor Thomas G. Bailey stated that there will be one access onto Highway 101, which UDOT will enforce, as will Wellsville City. Mayor Bailey stated that the sewer issue needs to be resolved. Mayor Bailey stated that another issue is that there is enough culinary water pressure in the area. City Engineer Chris Breinholt stated that the pressure is good in the area, but fire flow may be an issue. Mr. Willets asked at what point the fire flow is determined. Mayor Bailey stated that City Engineer Chris Breinholt and the fire marshal will need to approve it. Mr. Willets stated that he will get the information to City Engineer Chris Breinholt. Mr. Breinholt stated that the developer has to provide fire flow before any building can be done. Mr. Willets thanked the City Council for their input.

The City Council discussed possible requirements for mailboxes on City street right-of-ways. Perry Maughan stated that he has handed out pictures of several examples of centralizing mailboxes and what should be required in Wellsville City. Mr. Maughan asked that Wellsville City start implementing centralized mailboxes as part of subdivision requirements. Mr. Maughan suggested retrogress and start implementing centralized mailboxes throughout Wellsville City. Carl Leatham asked City Planner Jay Nielson about adding a section concerning centralized mailboxes in the new Land Use code. Mr. Nielson

stated that he would add a section concerning centralized mailboxes to the new Land Use code. Mr. Maughan asked that the information about centralized mailboxes be added to the newsletter. Gary Bates asked if Wellsville City would need to hold a public hearing about retrogressing for centralized mailboxes. Mr. Maughan stated that in most areas, Wellsville City owns a 99-foot right-of-way. Mr. Nielson stated that he would use the information from the U.S. Postal Service as a guideline. After discussion, Carl Leatham made a motion, seconded by Mary Ann Degn, to continue the discussion concerning centralized mailboxes, that City Planner Jay Nielson add a section concerning centralized mailboxes to the new Land Use code, that the Planning Commission review the proposal, that the Planning Commission implement the centralized mailboxes, that the City Council give approval once the process is completed, that the information be added to the newsletter, and that a public meeting be held concerning the 99-foot right-of-way.

YEA 4

Gary Bates
Mary Ann Degn
Carl Leatham
Perry Maughan

NAY 0

The City Council discussed possible consideration of adopting a policy on receiving a “fee-in-lieu” rather than installing sidewalks. Gary Bates stated that the “fee-in-lieu” would be equivalent to the cost of installing sidewalks. It would be similar to the “fee-in-lieu” of open space. Perry Maughan stated that it is a great idea, and asked if the funds have to be spent by a certain deadline. Don Hartle stated that he didn’t know. Mr. Bates stated that there needs to be some research done concerning this issue. Carl Leatham asked if the money would be used strictly for sidewalks or bicycle paths, or can it be used to widen the shoulder of a road. Mayor Thomas G. Bailey stated that it could be decided on case-by-case basis. Mr. Bates stated that the sidewalks serve a purpose to transport people. Mr. Bates stated that he would contract other cities that have a similar code and author a rough draft. Dayton Crites stated that Mr. Bates should contact Brigham City because they do something similar to what is being proposed. Mr. Hartle stated that if Mr. Bates would research the subject and author a rough draft, he would appreciate it. Mr. Bates stated that he would like to see sidewalks installed when and where they are needed. Mr. Bates stated that he is in favor of shared-use paths. After discussion, Carl Leatham made a motion, seconded by Gary Bates, to continue this discussion at a future City Council meeting.

YEA 4

Gary Bates
Mary Ann Degn
Carl Leatham
Perry Maughan

NAY 0

The City Council discussed and listed capital needs, then considered the possibility of having an Impact Fee Analysis completed. Don Hartle stated that he asked the City Council for a list of capital needs. Mr. Hartle stated that the Public Works department has suggested the following list: 3 sets of bleachers, pre-treatment from the sewer screen to cell 1, property to land apply, second source of water to Mt. Sterling area, water line along 400 North to Highway 89/91, water line from 500 South to 200 West, new chorine building, gravel pit reservoir equalization station. Gary Bates suggested soccer fields east of Wellsville Dam, a restroom in the same area, and a parking lot. Mr. Bates asked if the study is to assess growth versus the number of people being assessed the fees. Mr. Hartle stated that there are businesses that complete Impact Fee Analyses. Mayor Thomas G. Bailey stated that with the amount of the current impact fees, they could possibly be lowered. City Engineer Chris Breinholt stated that it is a probability. Mayor Bailey asked what the advantage of changing the impact fees. Mr. Breinholt stated that Wellsville City is not in compliance with State law. Mr. Bates stated that the list justifies the fee. Mr. Bates asked how often the list should be updated. Mr. Breinholt stated that the plan should be updated every 5 to 6 years. Mr. Hartle stated that the last study was completed in 2008. Mr. Hartle stated that all of the water impact fees are being used every year for the debit on the gravel pit reservoir. Mr. Hartle stated that the City Council should look over the list and narrow it down to a couple of projects. Mr. Breinholt stated that Wellsville City could justify the soccer fields because it benefits the entire community. Mr. Bates stated that Wellsville City has an

agreement with the LDS Church to use their property as soccer fields. Perry Maughan stated that there are a lot of people that come to the rodeo during Founder's Day. Carl Leatham stated that he likes the idea of applying for RAPZ tax for the bleachers. Mr. Leatham stated that the current soccer fields are getting Wellsville City by, but they are not the optimum. Mr. Maughan stated that it is the same with the baseball fields. Mayor Bailey suggested discussing this issue with the Fire/EMS departments to see if there is anything that they could benefit from concerning impact fees. Mr. Hartle stated that he will proceed on this issue and work with Mr. Breinholt. After discussion, Gary Bates made a motion, seconded by Carl Leatham, to allow Don Hartle to proceed on this issue and work with City Engineer Chris Breinholt.

YEA 4

Gary Bates
Mary Ann Degn
Carl Leatham
Perry Maughan

NAY 0

The City Council discussed and reviewed with possible action on proceeding with the construction of new Public Works Facilities. City Engineer Chris Breinholt handed out copies of the site plan and floor plan. The City Council reviewed the plans. Perry Maughan stated that Wellsville City should move forward and put the plans out for bid. Mr. Breinholt stated that an RFP should be issued for each building. The RFP will ask for a specific price. Mr. Breinholt stated that the site work should also be put out for bid. After discussion, Perry Maughan made a motion, seconded by Gary Bates, that City Engineer Chris Breinholt work with Mayor Thomas G. Bailey, City Manager Don Hartle, and the Public Works department to proceed on the construction of new Public Works Facilities buildings.

YEA 4

Gary Bates
Mary Ann Degn
Carl Leatham
Perry Maughan

NAY 0

The City Council considered for possible approval possible change orders and other related matters to the new City Office Building. Jennifer Hendricks stated that the front office window is a pane of glass with a speaker. Ms. Hendricks stated that there isn't another window that looks out into the lobby. The cost of another window is \$1,791. Mayor Thomas G. Bailey stated that the installation of the second window will be within 6 inches of the front door. The City Council discussed having another window, but using an accordion-type rollup to lock the front office. After discussion, Gary Bates made a motion, seconded by Perry Maughan, to allow Mayor Thomas G. Bailey, City Manager Don Hartle, Councilwoman Karen Higley, and the front office employees to meet with Raymond Construction to suggest a 60-inch countered opening that is lockable at night and a view window to see into the lobby, and to spend up to \$3,000.

YEA 4

Gary Bates
Mary Ann Degn
Carl Leatham
Perry Maughan

NAY 0

Department Reports:

Mayor Thomas G. Bailey – 1) Todd Butler representing Cache Valley Transit District needs Perry Maughan’s and Mary Ann Degn’s email addresses for the committee.

Gary Bates – 1) After-hours contact system for Wellsville City – Don Hartle is working on it.
2) Drove around the commercial zone for Wellsville City, and he is open to use the property as housing development. Asked that the City Council think about it.

Mary Ann Degn – 1) Workshop concerning 200 West on April 6, 2016 at 7:30 p.m. at Wellsville Elementary or Willow Valley Middle School.

Perry Maughan – 1) Attended training in St. George, and complimented the City Council on the fantastic job that they do.

City Manager/Recorder’s Report:

Don Hartle – 1) Maverik, Inc. submitted an application for a business license and a class “a” beer license. Mr. Hartle asked if the City Council wanted Maverik to attend a City Council meeting for approval, or approve the application. The City Council stated that there is no reason for them to attend a City Council meeting. The business license and class “a” beer license is approved.

Mayor Thomas G. Bailey, Councilwoman Mary Ann Degn, Councilmen Gary Bates, Carl Leatham, and Perry Maughan met onsite at Sharp Transportation at 5:30 p.m. Mayor Bailey asked if the City Council had any ideas. Mayor Bailey stated that the issue needs to be added to the agenda and a decision needs to be made. Mary Ann Degn suggested a written document that says the sidewalk and curb and gutter will be installed as such time as Wellsville City requires it. Gary Bates stated that he likes that idea. Carl Leatham stated that he agrees. Perry Maughan stated that Mr. Sharp owns both sides of the road, and that sidewalk wouldn’t be installed on both sides of the road. Mr. Bates stated that he would like to keep curb and gutter on the table in case it is wanted in the future. The City Council discussed the agreement contents.

At 9:06 p.m., Gary Bates made a motion, seconded by Carl Leatham, to adjourn the meeting.

YEA 4
Gary Bates
Mary Ann Degn
Carl Leatham
Perry Maughan

NAY 0

Thomas G. Bailey
Mayor

Don Hartle
City Manager/Recorder