

SMITHFIELD CITY COUNCIL

FEBRUARY 8, 2023

The Smithfield City Council met in a regularly scheduled meeting at 96 South Main Street, Smithfield, Utah on Wednesday, February 8, 2023. The meeting began at 6:30 P.M. and Mayor Kristi Monson was in the chair. The welcome/pledge of allegiance and thought/prayer was by Curtis Wall.

The following council members were in attendance: Curtis Wall, Sue Hyer, and Jon Wells.

Council Member Wade Campbell arrived during the meeting.

Council Member Deon Hunsaker was excused.

City Manager Craig Giles, Police Chief Travis Allen, Fire Chief Jay Downs, Planning Manager Brian Boudrero, City Engineer Clay Bodily and City Recorder Justin Lewis were also in attendance.

VISITORS: Lucy Harris, Bob Holbrook, Ashley Shaw (CAPSA), Myranda Garrett (CAPSA), Jeff Barnes, Brock Marchant (The Herald Journal), Nate Whittaker, Brett Brunson, Zander Papke, Scott Gibbons

APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM JANUARY 11, 2023.

A motion to approve the January 11, 2023 city council meeting minutes was made by Sue, seconded by Curtis and the vote was unanimous.

Yes Vote: Wall, Hyer, Wells

No Vote: None

Absent: Hunsaker, Campbell

YOUTH COUNCIL REPORT

Zander Papke informed the council the youth council helped the Rec Center with the indoor triathlon.

The executive council of the youth council is having a legislative day on February 22nd.

A talent show for the senior citizens is being held at the senior center on Tuesday, March 7th at 12:30 P.M.

Council Member Wade Campbell arrived at the council meeting at 6:32 P.M.

DISCUSSION WITH REPRESENTATIVES OF CAPSA ON APRIL BEING SEXUAL ASSAULT AWARENESS MONTH.

Ashley Shaw introduced herself and intern Myranda Garrett.

April is sexual assault awareness month.

This year the focus is “hope”. Everyone needs to start by believing. Hope is when people are connected and supported.

CAPSA offers many different programs and services. The Outreach program was highlighted. It consists of six employees and four interns. Those employees are the first person who has a hard conversation about what happened with the survivor.

In 2022, there were 3.25 Code “R” calls per month in Cache Valley.

In 2022, there were 39 Code “R” exams at the local hospital.

In 2022, there were 631 assault victims who were assisted by CAPSA.

A teal ribbon is the symbol of April being sexual assault awareness month.

DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 23-01, AN ORDINANCE REZONING CACHE COUNTY PARCEL NUMBER 08-105-0058 FROM GC (GENERAL COMMERCIAL) TO M-1 (MANUFACTURING). THE PARCEL IS LOCATED AT APPROXIMATELY 560 SOUTH 200 WEST AND IS APPROXIMATELY 4.92 ACRES. THE REQUEST WAS SUBMITTED BY BRETT BRUNSON.

Brett Brunson stated the request is to rezone the parcel to M-1 (Manufacturing) as his long-term goal is to develop the parcel. The M-1 zone allows for more options in regard to development than the GC zone does.

Sue asked Brett if his intent is to build storage units on the property? Brett replied that is correct.

Wade mentioned Brett owns the parcel to the east of this location where his business, Evolution Design, is located.

Jon asked Brett if he had any intention of expanding Evolution Design? Brett replied he did not have any intention to expand Evolution Design at this time.

A motion to adopt Ordinance 23-01, an Ordinance rezoning Cache County Parcel Number 08-105-0058 from GC (General Commercial) to M-1 (Manufacturing) was made by Wade, seconded by Curtis and the vote was unanimous.

Yes Vote: Wall, Hyer, Wells, Campbell

No Vote: None

Absent: Hunsaker

DISCUSSION AND POSSIBLE VOTE ON RESOLUTION 23-02, A RESOLUTION UPDATING THE PREVAILING FEE SCHEDULE OF THE CITY.

Craig reviewed several of the proposed fee changes.

A new fee of \$25.00 would be added for “Delinquent Fee Home Occupation Non-Disruptive” business licenses. Currently, there is no fee in this regard.

Memorial Park benches with a stand would increase from \$2,000 to \$2,200.

Memorial Park Trees would increase from \$900 to \$1,100.

Several Rec Center fees would be increased. Expenses are increasing so the costs of each program must be increased to offset the expense increase.

On Fun Run/Races the fees for those wanting a shirt would be increased while those who elect to not receive a shirt would stay the same.

A motion to adopt Resolution 23-02, a Resolution updating the Prevailing Fee Schedule of the City was made by Wade, seconded by Sue and the vote was unanimous.

Yes Vote: Wall, Hyer, Wells, Campbell

No Vote: None

Absent: Hunsaker

DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 23-02, AN ORDINANCE AMENDING THE SMITHFIELD CITY MUNICIPAL CODE TITLE 16 “SUBDIVISION REGULATIONS”, CHAPTER 16.04 “GENERAL PROVISIONS”, SECTION 16.04.060 “COMPLIANCE REQUIRED” AND CHAPTER 16.06 “MINOR SUBDIVISION”, SECTION 16.06.050 “APPROVAL OF MINOR SUBDIVISION”.

Brian mentioned there are two requested changes.

Item one is updating the verbiage in regard to the approval process for minor subdivisions. The code would be updated to reflect how the process flows with the staff, planning commission and city council.

Item two is clarifying when a second access road is required for new residential subdivisions as well as new multi-family developments.

Jon asked how the number of dwelling units was determined for requiring a second access road? Brian replied the numbers are based on federal fire code.

A motion to adopt Ordinance 23-02, an Ordinance amending the Smithfield City Municipal Code Title 16 “Subdivision Regulations”, Chapter 16.04 “General Provisions”, Section 16.04.060 “Compliance Required” and Chapter 16.06 “Minor Subdivision”, Section 16.06.050 “Approval of Minor Subdivision” was made by Wade, seconded by Sue and the vote was unanimous.

Yes Vote: Wall, Hyer, Wells, Campbell

No Vote: None

Absent: Hunsaker

PUBLIC HEARING FOR THE PURPOSE OF DISCUSSING ORDINANCE 23-04, AN ORDINANCE AMENDING THE SMITHFIELD CITY GENERAL PLAN BY ADOPTING MODERATE-INCOME HOUSING STRATEGIES.

Brian mentioned the staff was informed the moderate-income housing strategies adopted by the city council in January should have been adopted by Ordinance not just by a vote of the city council. Where the strategies are part of the General Plan a public hearing must be held and an Ordinance adopted so the strategies can be added to the General Plan.

****The public hearing was opened at 6:48 P.M.****

There were not any comments or questions.

****The public hearing was closed at 6:48 P.M.****

DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 23-04.

Curtis asked why this Ordinance needs to be adopted when the council adopted the same strategies at the last city council meeting? Brian replied because the state said the strategies must be adopted by Ordinance so they can be included as part of the General Plan.

Jon stated Strategy “E” states the following: Create or allow for, and reduce regulations related to, internal or detached accessory dwelling units in residential zones. Jon asked what the city has done or intends to do in this regard? Brian replied the application process was simplified and detached accessory dwelling units are now allowed. Craig mentioned this is a strategy and a goal. The council can choose how they want to proceed in the future with this strategy.

Jon mentioned Strategy “L” states the following: Reduce, waive, or eliminate impact fees related to moderate income housing. Jon asked how this is being handled. Craig replied it will be considered by the council on a case-by-case basis. The criteria of what is considered moderate-income housing is listed in the General Plan. Curtis asked why it would be on a case-by-case basis? Shouldn’t it be the same for everyone? Craig replied if a subsidized housing project is requested the subsidy is most likely coming from the federal government. A mechanism is in place to consider impact fees on these types of projects on a case-by-case basis.

A motion to adopt Ordinance 23-04, an Ordinance amending the Smithfield City General Plan by adopting Moderate-Income Housing Strategies was made by Curtis, seconded by Wade and the vote was unanimous.

Yes Vote: Wall, Hyer, Wells, Campbell

No Vote: None

Absent: Hunsaker

DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 23-03, AN ORDINANCE AMENDING THE SMITHFIELD CITY MUNICIPAL CODE TITLE 16 “SUBDIVISION REGULATIONS”, CHAPTER 16.04 “GENERAL PROVISIONS”, SECTION 16.04.030 “DEFINITIONS”.

Brian stated the purpose behind this Ordinance is to define what is considered a “Hard Surface Street”. Previously, a compacted subbase was allowed. This does not work long term as the surface erodes over time. This type of material makes it hard for emergency apparatus, snowplow trucks and garbage trucks to utilize these types of surfaces long term. The request is to make the “Hard Surface Street” either asphalt or concrete only.

Jon stated the discussion on this at the planning commission was who would this apply too? What happens with subdivisions which have already been approved? Brian replied it only applies to new project requests moving forward. Previous approvals are based on the municipal code in place at that time.

A motion to adopt Ordinance 23-03, an Ordinance amending the Smithfield City Municipal Code Title 16 “Subdivision Regulations”, Chapter 16.04 “General Provisions”, Section 16.04.030 “Definitions” was made by Jon, seconded by Wade and the vote was unanimous.

Yes Vote: Wall, Hyer, Wells, Campbell

No Vote: None

Absent: Hunsaker

SELECTION OF MAYOR PRO TEMPORE

Mayor Monson mentioned the Mayor Pro Tempore fills in for the mayor when the mayor is absent at city council meetings or cannot attend other city related meetings.

Wade was selected by the city council and mayor as the Mayor Pro Tempore for calendar year 2023.

CITY MANAGER REPORT

Craig mentioned the staff is constantly watching the current legislative session. Right now, there are 36 bills being considered which would affect the budget of the city.

There are several land-use, budget, police and retirement bills the staff is monitoring.

The Central Park wellhouse walls are built about eight feet high so far. There is another four feet to go. Once the walls are complete the indoor plumbing will be completed and the floor will be poured. The piping portion of the project will start at the end of February or start of March.

The staff has met with J-U-B Engineers to work on selecting a site for a new water tank. There are approximately five sites being considered. Once more information is gathered it will be brought before the council for consideration.

COUNCIL MEMBER AND MAYOR REPORTS

Wade did not have any additional items to review or discuss.

Jon mentioned the legislature is again considering items in regard to secondary water metering. The staff and local irrigation companies are keeping a close eye on what is being proposed.

Sue did not have any additional items to review or discuss.

Curtis mentioned the training for the Healthy City certification is complete. The application needs to be submitted by August 1st. The city would then be recognized at the fall Utah League of Cities and Towns conference.

Curtis talked to Justin Anderson about the log issues with the senior center building. Justin is going to come down in April or May to review the building. At that time he will offer some ideas of what can be done to replace or redo the logs which have deteriorated and need to be replaced.

A bid has been obtained for new flooring in the senior center. Two bids will be received. The first bid was less than \$15,000, which was the amount of a previous bid from a couple of years ago.

A possible new grass program for the city is being considered. The grass seed can be purchased in Salt Lake. The grass saves around 25-30% on water consumption compared to other local grass varieties. It is a mix of two fescue grasses and one mini dwarf Kentucky bluegrass. Salt Lake City and Salt Lake County switched to this type of grass several years ago and have saved billions of gallons of water over that time. There are videos online explaining how to replace existing grass with this type of grass. Existing grass is killed and then the new seed is put down over the dead grass.

Curtis is presenting the concept of using this grass seed in the city at the next Smithfield Chamber of Commerce meeting.

The Ambassador program is being revamped this year and is being based off of what Nibley City is doing. Empowering Women is the theme for the year. A resident of the city has volunteered to oversee the program. The Arts Council is going to help update the parade float.

Mayor Monson asked the council their thoughts on relocating the senior center program into the basement of the city office building. A small kitchen could be added. The seniors would then have their own space which would not be used by anyone else.

Curtis mentioned himself and Jon had been at the senior luncheon. There is a rumor about razing the senior center building and making it into a parking lot. The senior center is a historical building. Around 72 people attend the weekly luncheon. Grant funding could be applied for to renovate the building. There is not a bathroom or drain in the basement of the city office building.

Curtis stated he did not think there was enough parking in the city office parking lot for the 72 or so seniors who attend the weekly luncheon.

Curtis mentioned the council had considered options in the past. One option was to build a new building by the Civic Center. The cost would have been over one million dollars so that is not an option because of financial constraints.

Curtis stated the Rec Center receives around \$11,000 - \$12,000 per year renting out the senior center and if the building is gone that revenue will be lost.

Curtis stated his opinion was no decision could or should be made until estimates are received to renovate the logs on the senior center. Grant funding could be applied for to make the repair. Wade replied he supported waiting to receive estimates to repair the existing building before any decision is made.

Mayor Monson mentioned there is an elevator and restroom on the main floor of the city office building so the access and bathroom facilities are fine at the city office building if the program were to be relocated there.

Jon mentioned the city has a lot of old buildings. Some of them have historical value. The historical value means different things to different people. The senior center is not the oldest city owned building but it is old. The building was built in 1948. The kitchen and restrooms have been renovated at some point. Curtis mentioned the appliances in the kitchen are newer and in good working order.

Jon stated he supported getting some cost estimates to repair the building and reviewing them before making any type of decision.

Curtis mentioned the city might want to consider an Asphalt Zipper as a future equipment purchase. The equipment could be used to help redo the roads in the cemetery. North Logan and the Cache County Road Department utilize this piece of equipment. Craig replied the staff has demoed this piece of equipment in the past. The cemetery roads need the base rebuilt before the new asphalt can be put down. The city would also need a loader for these types of projects and right now the city does not own a loader.

DISCUSSION AND POSSIBLE APPROVAL OF LAZARO SOTO AS A COMMISSIONER ON THE SMITHFIELD CITY PLANNING COMMISSION.

Mayor Monson mentioned Lazaro Soto has an interest in serving and is willing to serve on the planning commission. Lazaro recently attended a planning commission meeting to understand how the process works.

Wade asked the council if any of them knew Lazaro where he was not in attendance at the council meeting? Jon replied that himself and Deon both know Lazaro.

Curtis mentioned Lazaro is related to current planning commission member Katie Bell. Lazaro is her son-in-law.

Curtis mentioned he did not like having two family members on a board with voting power. Mayor Monson mentioned there is nothing in the municipal code which prohibits Katie and Lazaro from serving on the same board at the same time. Curtis mentioned he would not support the request where it would put two family members on the same board at the same time.

A motion to appoint Lazaro Soto as a Commissioner on the Smithfield City Planning Commission was made by Jon, seconded by Wade and the motion passed by a vote of 3-1.

Yes Vote: Hyer, Wells, Campbell

No Vote: Wall

Absent: Hunsaker

EXECUTIVE SESSION, UTAH CODE ANNOTATED 52-4-205 (A).

A motion to close the regular council meeting and open the executive session was made by Wade, seconded by Sue and the vote was unanimous.

Yes Vote: Wall, Hyer, Wells, Campbell

No Vote: None

Absent: Hunsaker

The Executive Session opened at 7:27 P.M.

Those in attendance: Mayor Monson, Curtis Wall, Sue Hyer, Jon Wells, Wade Campbell, Craig Giles and Justin Lewis.

A motion to close the executive session and reopen the regular council meeting was made by Wade, seconded by Jon and the vote was unanimous.

The Executive Session closed at 8:31 P.M.

Wade made a motion to adjourn at 8:32 P.M.

SMITHFIELD CITY CORPORATION

Kristi Monson, Mayor

ATTEST:

Justin B. Lewis, City Recorder

**SMITHFIELD CITY CORPORATION
96 South Main
Smithfield, UT 84335**

AGENDA

Public Notice is given that the Smithfield City Council will meet in a regularly scheduled meeting at 96 South Main, Smithfield, Utah, on **Wednesday, February 8, 2023**. The meeting will begin at 6:30 P.M.

Welcome/pledge of allegiance and thought/prayer by Curtis Wall

1. Approval of the city council meeting minutes from January 11, 2023.
2. Youth Council Report
3. Discussion with representatives of CAPSA on April being Sexual Assault Awareness month.
4. Discussion and possible approval of Lazaro Soto as a commissioner on the Smithfield City Planning Commission.
5. Discussion and possible vote on Ordinance 23-01, an Ordinance rezoning Cache County Parcel Number 08-105-0058 from GC (General Commercial) to M-1 (Manufacturing). The parcel is located at approximately 560 South 200 West and is approximately 4.92 Acres. The request was submitted by Brett Brunson.
6. Discussion and possible vote on Resolution 23-02, a Resolution updating the Prevailing Fee Schedule of the City.

7. Public Hearing for the purpose of discussing Ordinance 23-04, an Ordinance amending the Smithfield City General Plan by adopting Moderate-Income Housing Strategies.
8. Discussion and possible vote on Ordinance 23-04.
9. Discussion and possible vote on Ordinance 23-02, an Ordinance amending the Smithfield City Municipal Code Title 16 “Subdivision Regulations”, Chapter 16.04 “General Provisions”, Section 16.04.060 “Compliance Required” and Chapter 16.06 “Minor Subdivision”, Section 16.06.050 “Approval of Minor Subdivision”.
10. Discussion and possible vote on Ordinance 23-03, an Ordinance amending the Smithfield City Municipal Code Title 16 “Subdivision Regulations”, Chapter 16.04 “General Provisions”, Section 16.04.030 “Definitions”.
11. Selection of Mayor Pro Tempore
12. City Manager Report
13. Council Member and Mayor Reports
14. Executive Session, Utah Code Annotated 52-4-205.

Adjournment

*****Items on the agenda may be considered earlier than shown on the agenda.*****

In accordance with the Americans with Disabilities Act, individuals needing special accommodation for this meeting should contact the City Recorder at (435) 792-7990, at least three (3) days before the date of the meeting.