

1 **Minutes of the North Logan City**  
 2 **City Council**  
 3 **Held on April 1, 2009**  
 4 **At the North Logan City Library, North Logan, Utah**  
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 7

8 The meeting was called to order by Mayor Watkins at 6:00 p.m.

9  
10 Council members present were: Kevin Dustin, Lloyd Berentzen, Al Moser, Steve Soulier, Elaine  
11 Nelson, and Mayor Watkins.

12  
13 Others present were: Ross Lapray, Russell Goodwin, Gary Towers, Larry Soule, Scott Gilgen,  
14 Barbara Middleton, Teresa Merrell, Brock Merrell, Ty Thomas, Matt Nielson, Rick J. Sparrow, Ken  
15 Holman, Josh Kirk, Clark Kunzler, Lance Anderson, Jeff Jorgensen, Scott Bennett, and Kim Weis.

16  
17 The Pledge of Allegiance was led by Steve Soulier.

18 An invocation was given by Elaine Nelson.

19  
20 **Adoption of Agenda**

21 *Steve Soulier made a motion to adopt the agenda with the following modifications: no minutes for*  
22 *tonight, will not be reviewing action items, there will not be a budget proposal from utilities, add in*  
23 *consideration of a resolution to make John Italasano a Responsible Agent to receive Federal*  
24 *Surplus items, and a resolution on a boundary change with Logan City. Elaine Nelson seconded*  
25 *the motion. A vote was called and the motion passed unanimously with Kevin Dustin, Lloyd*  
26 *Berentzen, Al Moser, Steve Soulier, and Elaine Nelson voting in favor.*  
27

28 **Approval and Follow-up of Minutes for March 18th, 2009 City Council Meeting**

29 There were no minutes to approve.

30  
31 **Follow-up**

32 None at this time.

33  
34 **Review of Action Items**

35 None at this time.

36  
37 **New Business** #1

38 Consider a proposed resolution that would make John Italasano a Responsible Agent to receive  
39 Federal surplus items.

40 Elaine Nelson questioned whether John Italasano should receive federal surplus property for  
41 other departments beyond the police department. Other members of the Council stated that they  
42 did not see an issue and called for the question.

43 *Steve Soulier made a motion to adopt Resolution 09-08,*

44 *Kevin Dustin seconded the motion.*

45 *Adopted by a roll call vote as follows:*

46 *Ayes: Kevin Dustin, Lloyd Berentzen, Al Moser, Steve Soulier, and Elaine Nelson.*

47 *Nays: None*

48 *MOTION CARRIED 5-0*  
49

50 **April Fool's Day Proposed Boundary Change with Logan City**

51 Mayor Watkins read a proposal for a boundary change with Logan City. The boundary change  
52 would allow for a consolidation of the two cities with the extra area being called North Logan Plus  
53 and would allow for two Mayors and two City Councils.

54 *Lloyd Berentzen moved to foolishly approve the proposal. Al Moser seconded the motion. A vote*  
55 *was called and the motion passed with Kevin Dustin, Lloyd Berentzen, Al Moser, and Steve*  
56 *Soulier voting in the affirmative and Elaine Nelson voting in the negative.*

57  
58 Elaine Nelson asked to revisit making John Italdasano a Responsible Agent to receive Federal  
59 surplus items. Kevin Dustin called point of order and advised to add this item to the next agenda,  
60 if desired.

61  
62 Receive presentations on next year's budget proposals from engineering, streets, utilities, parks  
63 and facilities, and misc. other departments.

64 Ross Lapray discussed the proposed Engineering Department budget. The Protective Inspection  
65 Department consists of Ross Lapray, Ed Price, and Chris Jensen. They are certified combination  
66 building inspectors and carry licenses in plumbing, electrical, mechanical, structural and fire  
67 building. They also assist with subdivision review and public works projects within the City. As  
68 with other budgets, his proposal shows a wage freeze. The International Code Council rewrites  
69 their books every three years, which will require \$1,400 to be in the budget for next year  
70 purchase. Continuing education units, required for certification and to keep up-to-date on current  
71 codes, are reflected in the proposed budget.

72  
73 The supplies, repairs, and vehicle gas budget is smaller due to the costs of fuel being down and  
74 the vehicles being in good shape from being maintained and new tires being recently installed.  
75 Telephone costs have gone down since Alan Luce's costs transferred with him to a different  
76 department. Professional and technical services will be kept at a minimal amount to allow for  
77 legal advice if ever needed for a building or engineering issue. Plan check fees have been  
78 significantly reduced due to the slowing in new construction. If plans need a professional peer  
79 review the developer pays the fees, however, there is an amount in the budget due to  
80 requirements.

81  
82 The budget has a new line item for its proportionate share of 1/3 for the GIS position. The special  
83 department supplies has doubled as there has been recent changes in accounting procedures at  
84 how they look at items that are less than \$3,000 or less than 12 months lifespan. In the past,  
85 computers came out of capital equipment funds, but will now come out of the special department  
86 funds; therefore, there really is not a change in the overall dollar amount. Ross is asking that the  
87 budgetary amount allocated in last year's budget be rolled over for the GIS person's vehicle.  
88 Steve Soulier would like to see administrative costs be spread across all departments. It was  
89 noted that administrative costs do not include fire inspections. Steve expressed a desire to see  
90 what the "real costs" are and said he thought that they should be tracked. Jeff Jorgensen  
91 explained that the department does not budget by cost centers due to it not being mandatory and  
92 it being cumbersome. It would take at least two more accountants since they do engineering  
93 work for streets, sewer, etc. The only time Jeff would recommend the tracking is if there was  
94 another source of funds and the City needed to recoup costs from the other fund source. There  
95 are several people who work for the City where their duties has them using their expertise for  
96 other departments, i.e., Bob Wilhelm and Jeff Jorgensen. Some things are tracked by  
97 expenditures. Steve Soulier asked if we are recouping the real costs for an inspection fee for  
98 using the Fire Marshall. Jeff Jorgensen explained that there is a separate inspection fee for the  
99 Fire Marshall. Fees are paid based on the scale of project, a formula has been devised and the  
100 City charges for services rendered.

101  
102 Scott Gilgen discussed the proposed Street Department budget. There is an increase for weeds  
103 and roadside cutting as well as an increase in the road surface treatments, specifically for chip  
104 sealing. Amounts have been kept to a minimum for slurry seal and crack sealing. There is an  
105 increase in fund 441 to include the thumb attachment for their backhoe rental. There is a  
106 significant increase for snow removal due to costs increasing. The storage shed should help  
107 decrease some costs as they will experiment adding items to the salt mixtures. Maintenance  
108 material fund has been increased for asphalt, gravel road base, and concrete mostly to have  
109 additional concrete for curb, gutter, and sidewalk repairs. Fund 740 has decreased because the

110 price of a new front-end loader has decreased. The loader will need to be replaced as the repairs  
111 have been more frequent and the equipment is used by multiple departments. Currently, the  
112 replacement for the loader is unfunded. Minimal work will be done next year so Fund 746 has  
113 been decreased. Road projects in fund 748 have been listed by priority, although most of them  
114 are unfunded items. Scott said it was hard to prioritize unfunded items since all of them need to  
115 be done. Lloyd Berentzen mentioned that there one project was missing, and that is the 1200  
116 East to 1400 East on 2200 North. Elaine Nelson expressed concern that there are needed  
117 projects that remain unfunded. Steve Soulier concurred and would like to place them as a higher  
118 priority.

119  
120 Alan Luce discussed the proposed Facilities Department budget. Proposed projects for this next  
121 fiscal year include: Exhaust system at the fire station; Knox boxes installed at the city and library  
122 offices; ASSA brand locks installed at the city sheds; and, installation of radios in all of the utility,  
123 parks, and facilities vehicles. The professional and technical portion of his budget has decreased  
124 due to the hiring of Lynell Batt as assistant custodian.

125  
126 Alan Luce discussed the proposed Parks Department budget. Proposed projects for the next  
127 fiscal year include: "Welcome to North Logan City" sign at Wal-Mart; installation of irrigation and  
128 trees at the Elkridge project; tree planting throughout the City; Meadow View repairs of restroom  
129 and the pavilion; upgrading batting cages at Elkridge Park; installation of a large steel pavilion  
130 through RAPZ funding; finish landscaping around statue at the library; etc. Weed control has  
131 been decreased since Brett Butterfield recently received his pest control license and will be  
132 administering this for the City. Service projects will be utilized for the Elkridge park, therefore, the  
133 funding has been decreased. He is hoping to purchase the aerivator attachment for the Ventrac.  
134 Jeff Jorgensen mentioned that the City may want to purchase the aerivator out of this year's  
135 funds so the parks department can work on the lawns sooner.

136  
137 Alan Luce discussed the proposed Cemetery Department budget. Proposed projects for this next  
138 fiscal year include: installation of the road for Phase II and installation of sheds for equipment,  
139 soils, cemetery records, and maps. Over half of the burial plots have been sold in Phase I. An  
140 Operations Manual is being developed for burial and monument standards. Steve Soulier asked  
141 how much the cemetery will cost the City on an annual basis. Equipment is still being purchased  
142 for the cemetery, but Jeff thinks it will drop in price. Autumnal mats are needed so the trucks can  
143 drive on the grass without leaving ruts. The mats are made of a sturdy plastic and are double  
144 gripped. Right now the cemetery is borrowing a tri-dump truck from the streets department to  
145 dump dirt, and also using a backhoe from the streets and utilities departments. Steve Soulier  
146 said that the costs will most likely go up if the cemetery needs their own backhoe.

147  
148 Alan Luce discussed the proposed Recreation Department budget. There is a need to install  
149 mow-strips along the baseball diamond fences, and this work will be done in-house. The  
150 Pumpkin Walk and Pioneer Day costs can fluctuate and it has been calculated that over 50,000  
151 people attend the Pumpkin Walk. Some Council members discussed the benefits of charging a  
152 nominal amount for entry to the Pumpkin Walk. In lieu of an Entrance Fee, Mayor Watkins would  
153 like a donation cup set out at the exit areas since City Staff are used for this event.

154  
155 Some of the cost savings for the Recreation Department is due to utilizing the talents of existing  
156 employees to keep as much work in-house as possible, such as Chris Jensen and his electrical  
157 work. Alan is using Google documents to keep track of projects since it is accessible via the web  
158 without having to have a separate server. His employees are able to log onto the web and  
159 access and update projects from anywhere.

160  
161 Steve Soulier stated that each department needs to anticipate their supply order needs to take  
162 advantage of online ordering. It is significantly cheaper to purchase online than to purchase at  
163 the store. Alan mentioned that the Facilities Department will be purchasing cleaning supplies in  
164 bulk and storing the inventory in the sheds to save money. Steve Soulier discussed the different  
165 grants that may be available for Parks and Recreation. Alan is looking at Certified Local

166 Government, Tree City USA, Healthy Community and other grant resources. He is also looking  
167 into obtaining parks and recreation certification which will open other grant opportunities. Mayor  
168 Watkins asked if there was a plan to start reducing a need for recreational programs to save  
169 costs. Alan Luce told of reducing costs by having online registration for sports programs, that we  
170 have the software, and that it will reduce the need for additional man hours. Alan Luce stated  
171 that he does not want to see Brett Daniels phased out since Alan is working lots of overtime  
172 without getting paid. Mayor Watkins asked if Alan Luce feels that he has adequate staffing, to  
173 which Alan responded in the affirmative. He is looking to cut back in each of his departments, but  
174 with the summer part-time workers he is adequately staffed. Elaine Nelson asked if Alan spends  
175 most of his time in facilities. He stated that his time is evenly distributed. Mayor Watkins  
176 commended Alan for his work.

177

178 Jeff Jorgensen discussed his summary comparison of FY2009 R2 Budget versus Draft FY2010  
179 Budget to show how each department is trying to make cuts. He pointed out that the revenue is  
180 cut by 11% and expenditure is reduced by 15%. Mayor Watkins would like to schedule a couple  
181 of public open house workshops regarding the budget.

182

183 **Reports from city officers, boards, and committees** #1

184 Steve Soulier reminded the Council of the statue being placed at the North Logan Library in May  
185 and the importance of the City Council to show up in mass to show their support. He attended  
186 Cache County Council and Logan Council's joint meeting regarding the County Library system.  
187 The County-wide agreement is dead, however County residents can purchase a library  
188 membership through Logan City for \$75 and Cache County library will contribute \$30 per County  
189 resident. Steve asked them to consider North Logan in the discussions if they were to move  
190 forward.

191

192 Mayor Watkins talked about 200 East: the engineering is being worked on, all of the rights-of-way  
193 have been identified, and the appraisal process is underway. Appraisals will need to be done on  
194 all properties except for the University. There have been positive discussions with two property  
195 owners at 200 East and 1800 North regarding settlement issues. Mayor Watkins will be talking  
196 with USU and IHC soon.

197

198 Steve Soulier asked about the 800 East round-about idea. Jeff Jorgensen has a design drawing  
199 of what it would look like. The roundabout will fit, however, there may be problems with  
200 pedestrian safety. A traffic light may be needed to have a safe route for school children, and  
201 more land would be needed to make it feasible. People are invited to look at the drawing.

202

203 **Discuss with the Planning Commission the draft Transportation Element of the North Logan City**  
204 **General Plan.**

205 Cordell Batt said that the Transportation Element for the General Plan is only in draft form and is  
206 available for Council review, and for the Council to address any issues so that the public hearing  
207 process can begin. With Mark acting as vice-chair, the last time the Planning Commission met  
208 they discussed the Land Use Element, and they had outlined the structure and how it would lay  
209 out, and looked to see if it was consistent with where the City Council wanted to go. The  
210 Commission followed the same guidelines for the Transportation Element. Did the Council want  
211 to stick with the same consistent standard? As they addressed the policies and objectives one of  
212 the common feedback was that the plan lacked specificity in the policies. The Commission  
213 wanted to stay away from being true-specific with the policies as that pertains to the  
214 implementation strategies. The Transportation Element is more specific than the Land Use  
215 Element is, and they looked at road maps throughout the city and looked at costs and how far out  
216 in budgetary process things are. They would like to receive feedback questions on what was  
217 meant on specific policies and procedures and objectives, and identification of ones that are  
218 missing, and ones that are included that should not be. They looked at where they saw  
219 development and growth occurring based on their work on the Land Use Element and have  
220 identified short-term and mid-term projects that need to be addressed by the City Council.

221

222 Mayor Watkins asked if the 3100 North extension to 800 East was prioritized in terms of ranking it  
223 in importance to the slope segments. Mark stated it was listed as a short term priority and would  
224 be wise, it is more a budgeting issue than anything. Mayor Watkins stated that 3100 North needs  
225 to be widened and he does not think the developer will be there to do this. There are critical roads  
226 that need attention and this road will challenge the City as far as dollars that are being budgeted  
227 for roads. This particular road needs to be widened or, at the least, improved from Canyon  
228 Ridge. The City may not be in a position to make cross improvements but widening it would  
229 make it safe. Mayor Watkins asked if any road intersections have been designated for  
230 roundabouts. Mark stated that implementation would start with design guidelines, however,  
231 specific locations have not been selected. Mayor Watkins said that there may be some great  
232 opportunities, if some areas were identified so that the acquisition of rights-of-way could be  
233 considered. Mark discussed competing theories regarding rights-of-ways. On one hand they can  
234 move traffic well if you can limit access on the road, on the other hand if you have unlimited  
235 access with lots of intersections or driveways, then traffic flow will be impeded. There are  
236 different road widths on 3100 North and the City Council will need to advise on the prioritization  
237 since the Commission may come up with a different width than what the Council has in mind.  
238 East and West flow needs to be looked at, if there is a major arterial or even minor access, this  
239 will need to be looked at.

240  
241 Steve Soulier asked why 2900 North did not connect to 1800 East. Cordell stated that the maps  
242 they were looking at were master plan maps and 2900 North was never a master planned road.  
243 Steve mentioned that there was more growth on the east bench and that there is a need for  
244 different roads to take on traffic. Cordell Batt stated that Canyon Ridge did not leave right-of-  
245 ways on the south edge and that the City may need full right-of-ways as more development  
246 occurs. Mark identified other North roads to take on traffic and more discussions may be needed  
247 to identify traffic concerns. The City may need to work with neighboring cities to make sure they  
248 have similar objectives for 2900 North.

249  
250 Steve Soulier stated that there needs to be joint efforts between the Planning Commission and  
251 City Council for implementation and would like to see plans include implementation. Mark  
252 mentioned that step two will have review design guidelines and will include road profiles,  
253 roundabouts, etc. Steve would like to see some narrative descriptions in the implementation  
254 strategies. Lloyd Berentzen stated he likes the maps, as it helps the Council visualize the City's  
255 needs. Cordell Batt likes the map for the Transportation Element as it is an important part of  
256 planning. Steve Soulier stated that the Transportation Element needs to show how it ties in with  
257 Hyde Park, Logan, etc. The City needs to convey what their transportation plans are to their own  
258 people as well as to other agencies, and the master plan needs to be specific. Mark suggested to  
259 get master plans from other cities and the county, to see how they tie in with the City's own plans.  
260 Elaine Nelson stated she is impressed with the verbiage in our plans.

261  
262 Steve Soulier said that there are major talks with UDOT for the major project at 1000 West and it  
263 would be important for our officials to understand how our City will be tying into this project.  
264 There will be a planning or zoning meeting on April 27<sup>th</sup> at 1pm at the County building that the  
265 Mayor will be attending, but others should attend also. Mark was disheartened that the budget  
266 will only allow two intersections to be built over the next seven years. Steve Soulier mentioned  
267 that it is important to have a master plan to guide them over time.

268  
269 Jeff Jorgensen reminded the Council that the Park Place subdivision at 800 East went from 80  
270 feet to 66 feet and they were not cooperative in expanding it to 80 feet wide for a smooth  
271 transition since the master plan showed 66 feet. Jeff was wondering how soon did the Council  
272 and Commission want the master plan to reflect transition on street widths. There was discussion  
273 whether there should be a public hearing on this, how many meetings to hold since State law  
274 requires just one public hearing, should the Commission take the plans as far as they can putting  
275 together their best shot and then take it to the public, that there have been objections on the land  
276 use development because it was felt that all the work was done before having a public hearing,  
277 and should the hearing be just for the maps? Mayor Watkins will get more input and can make

278 plans thereafter. Jeff Jorgensen mentioned that public sentiment is that they are not included in  
279 the decision making process.

280  
281 Lloyd Berentzen asked if there were any new East side North to South corridors being considered  
282 with the County or Logan City? Mark stated that it did not appear that there were any East side  
283 corridors. The focus appears to be on 1000 West. Lloyd Berentzen stated that the City should  
284 focus on some of the same areas to tie into the system as this will impact the City's plans. Mayor  
285 Watkins talked about further discussion the City is having with Logan City regarding 200 West.  
286 There may need to be some equitable land swaps, that there is a missing link on 200 West from  
287 1800 – 2500 North, and that the City should define its border over there in the mid-access area to  
288 mutually start developing the road over there. There will be traffic from 2500 to 3100 North which  
289 is an 80 foot road on the master plan. Mayor Watkins has asked UDOT to expend funds for a  
290 light to be installed at 3100 North as part of the redo of the intersection at 2500 North. UDOT  
291 says it can not be done, but the Mayor thinks it can. Steve Soulier stated that the Transportation  
292 Element only deals with cars and that we should deal with pedestrian and bicycle traffic also.  
293 Mark stated that parks and trails deals with those issues and that additional maps may be needed  
294 to incorporate these. Cordell Batt stated that the maps do reference those sheets. Mark stated  
295 that a profile of a particular street will have design guidelines that address pedestrian and bicycle  
296 traffic. Maps could show flow of utilities or identify roundabouts if the Council desires it. Mark  
297 asked the City Council to think about what would be helpful to the public.

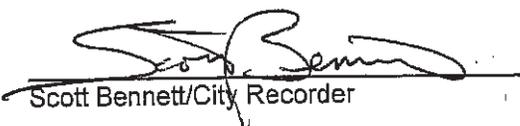
298  
299 Russell Goodwin asked that the Council consider the traffic that will be going toward Hyrum along  
300 the 2000 East corridor since the population will double by 2040, thereby increasing traffic  
301 considerably.

302  
303 *Steve Soulier made a motion to adjourn the meeting. Elaine Nelson seconded the motion. A*  
304 *vote was called and the motion passed unanimously with Kevin Dustin, Lloyd Berentzen, Al*  
305 *Moser, Steve Soulier and Elaine Nelson voting in favor.*

306  
307  
308 The meeting adjourned at: 7:58 pm

309  
310  
311 Approved by City Council: May 6, 2009

312  
313  
314 Transcribed by Kim Weis

315  
316 Recorded by  Scott Bennett/City Recorder

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318  
319