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**Minutes of the North Logan City
City Council
Held on January 28, 2015
At the North Logan City Library, North Logan, Utah**

7 The meeting was called to order by Mayor Lloyd Berentzen at 6:30 p.m.

8
9 Council members present were: Nancy Potter, Roger Anderson, Damon Cann and John Bailey.
10 (Kristen Anderson was excused).

11
12 Others present were: Alan Luce, Kimball Clark (MC)), Donna Alder, Madelyn Minor, Jon Keller,
13 Brian Lyon, Russell Goodwin, Ryan Larsen, Lauralyn Larsen, Eric Overstreet, Wayne McKay,
14 Greg Larsen, Ted Erickson, Blake Dursteler, Peggy Giles, Jared Nielsen, Adam Winger, Cordell
15 Batt, Scott Bennett, Lydia Embry, Jeff Jorgensen and Marie Wilhelm.

16
17 The Pledge of Allegiance was led by Nancy Potter.
18 An invocation was given by Roger Anderson.

19
20 **Adoption of Agenda**

21 Jeff Jorgensen said item number seven was being removed from the agenda, and item number
22 six will move down between items ten and eleven.

23
24 *Nancy Potter made a motion to adopt the agenda as revised. Roger Anderson seconded the*
25 *motion. A vote was called and the motion passed unanimously with Nancy Potter, John Bailey,*
26 *Roger Anderson and Damon Cann voting in favor.*

27
28 **Review of Action Items**

29 Jeff Jorgensen reviewed the action items list with the council.

30 Damon Cann said that, in relation to the sewer item, there was something in the news about cities
31 in the south end of the valley joining Hyrum City's wastewater treatment plant. He asked if North
32 Logan City is in danger of losing this altogether if they [the other cities] go with Hyrum; and Jeff
33 said no, and that he didn't think it made any difference.

34 Jeff continued to review the list.

35
36 **New Business**

37 Receive presentation from Municipal Code Online relating to a product that puts the city's code
38 more easily accessible on the Internet.

39 Kimball Clark from MCO (Municipal Code Online) gave a presentation explaining the services that
40 their company provides in relation to making a city's code more easily accessible on the internet.
41 He explained that it would essentially be a third-party link from our City's website, and explained
42 further how citizens would obtain the information they want.

43 Mr. Clark addressed various questions from the council, including discussing costs. He further
44 described the benefits of their services, including that their services interface with smart phones;
45 that we could print our own code book at any time, without any additional cost; and, that a citizen
46 can click on a link that will allow them to see a PDF of the original document, if so desired.

47 Per a question from Mayor Berentzen, Scott Bennett said this is something staff does
48 recommend. Jeff Jorgensen explained that the Design Technical Manual could also be on this,
49 as well as Policies & Procedures, and more.

50 Scott and Jeff addressed various questions from the council.

51 Nancy Potter said she would like to see comparative costs.

52 Mayor Berentzen said he feels like this is an administrative issue [for the staff to decide].

53 Jeff Jorgensen said he has been waiting for something like this to come along and explained
54 further.

55 Mr. Kimball further explained how they would be able to put the code in the computer for us, at no
56 additional cost. He said the \$1,500 charge, is literally a flat \$1,500 cost.

57 Damon Cann asked about the timeline in terms of the changes being made in the computer in a

58 timely basis, which Scott Bennett addressed, and said they would typically be in within a week.
59 The City Council was in agreement in allowing the staff to move forward with this.

60

61 Review the results of a council-requested internal audit of records management in the use of city
62 credit cards.

63 Jeff Jorgensen referred to the document given to the council outlining the results of the internal
64 audit of records management. Jeff said when we started out, we were at about 72% [of having
65 completed receipts] and now we're up to 98%; and commented further.

66 Per a comment from Mayor Berentzen, Jeff said that November and December are back up to
67 100% and explained further.

68 Mayor Berentzen said it looks like we're on our way to getting this corrected; and the council had
69 no further questions.

70

71 Reconsider the Concept Plan for the Alder Estates Subdivision, a potentially seven lot subdivision
72 in the RE-1 zone on 10 acres located at approximately 3250 North and from 1300 to 1400 East.

73 Jeff Jorgensen explained the situation, including how this area was annexed into the City; and
74 also explained the right-of-way situation. He further explained how they determined the concept
75 plan that will incorporate the whole ten acre piece. He said some of the lots may not be
76 developed right away, but this will set it up so that it can legally be done in the event they are
77 developed in the future. He used a map of the site to illustrate the situation. He also described
78 how the lots would be platted, the ownership of the lots, and what still needs to be worked out
79 including the right-of-way. He also explained the sewer situation and how it could be worked out,
80 and said that the surrounding homes are on a septic tank. Mayor Berentzen asked that if any
81 new development is within 600 feet of an existing sewer line, whether they would be required to
82 attach on to sewer; and said we need to make sure that the Alders know what will be required of
83 them. This was discussed further.

84

85 John Bailey asked if the Alders ended up having to attach to the sewer because a septic tank isn't
86 feasible; whether that would also obligate existing homeowners that are on septic tanks that are
87 within that distance to have to hook up, or if it would be just the new owners. Jeff said that it
88 *would* obligate them, and explained further

89 This was discussed further, at length. Jeff said this will all be put in much more detail into an
90 agreement as part of the development plan, and that staff is confident that this can all be worked
91 out.

92 The discussion continued, including that the right-of-way has to be in place in the event the
93 connections to the sewer need to be made at some point in the future, which Jeff explained
94 further.

95

96 *Damon Cann made a motion to approve this concept plan subject to meeting applicable*
97 *standards and ordinances for septic tanks. John Bailey seconded the motion. A vote was called*
98 *and the motion passed unanimously with Roger Anderson, Damon Cann, John Bailey and Nancy*
99 *Potter voting in favor.*

100

101 Consider the development plan and preliminary plat for a 4-lot subdivision located at
102 approximately 1900 North and 1600 East (northwest corner) in the R-1-12 Zone. (Chapman)

103 Cordell Batt explained the situation and detailed the location of the site. He said that they are
104 splitting this site into four lots, which range in size from half of an acre, to almost a full acre, and
105 all of the lots have access onto either 1900 North or 1600 East, which are existing streets. He
106 also explained that the Planning Commission is requiring the applicants to develop the sidewalk
107 on the whole piece of property, including around the corner, which they agreed to. Cordell also
108 said the developers declared which water rights go with which property, and noted such on the
109 plat. Cordell further outlined the requirements in the staff report.

110 Cordell said the Planning Commission has reviewed this development plan and preliminary plat
111 and passed this to the City Council with a positive recommendation.

112 Cordell addressed a question from Nancy Potter about the timing of this subdivision in relation to
113 the resurfacing work to be done on 1600 East.

114 Per a question from Mayor Berentzen about whether Public Works had any concerns about the
115 timing of the subdivision and resurfacing of 1600 East; Alan Luce said that he did not, and

116 explained what the concerns will be, which will be managed, and further explained the City's
117 plans for the road, included getting the lines in before the road is done.

118 Cordell Batt said when they get to the construction phase, those things will be worked out.

119 John Bailey asked about the timing of items getting done, which Alan further explained.

120

121 *Damon Cann made a motion to approve the development plan and preliminary plat. Roger*
122 *Anderson seconded the motion. A vote was called and the motion passed unanimously with*
123 *Roger Anderson, Damon Cann, John Bailey and Nancy Potter voting in favor.*

124

125 Discuss the upcoming Cache Storytelling Festival.

126 Wayne May from the Cache Storytelling Festival reviewed the budget and breakdown of costs
127 with the City Council, and referred to the document he had given to the council outlining those
128 costs. He detailed various needs and compared our costs to Weber State's costs and expenses.
129 He explained that they are trying to get sponsors [i.e., donations] for the tents and the storytellers,
130 which he said will eliminate various costs.

131 Roger Anderson asked for a cost figure if they are unable to get those donations. Wayne said
132 those figures are in the document he gave to the council, but that at this point, he cannot
133 guarantee those numbers or donations. A festival representative [in attendance, who did not
134 state his name] said they will be charging [for admission] this year, unlike they did last year.

135 Wayne said they have received a lot of positive feedback regarding the festival that was held.

136 The festival representative told the council that the storytellers need a contract so that they know
137 that they are coming; and also said they need to schedule the tents, and explained further. He
138 said if we can at least know that they can get the tents, storytellers, stages and sound system,
139 they can then "have a festival", and commented further. He also explained various donations,
140 and commented further on the various storytellers that will be coming.

141 John Bailey said he would like a revenue projection sheet done, and explained further.

142 Wayne talked about the other storytelling festivals that have opened in other areas of Utah,
143 because of the one done here; and also discussed the problems with getting guaranteed funding.

144 Jeff Jorgensen said he would like a revenue projection that breaks down both revenues and
145 expenditures broken down into multiple levels, which he further detailed.

146 The festival representative discussed this further with Jeff.

147 John Bailey said last year a leap of faith was taken with this by everyone, and said the City
148 provided funding "after the fact" which was not originally funded; which he said is not the way the
149 City does or should do business. He said before the City proceeds, we would want to see that
150 revenue projection and determine what the Festival is actually asking for in terms of resources
151 and "hard money", which the festival representatives addressed.

152 The costs and the commitment by the festival were further discussed.

153 Mayor Berentzen asked the council if they are in support of this going forward.

154 Per a question from Damon Cann about how much the City spent on the festival last year; Wayne
155 said the City spend approximately \$6K, out of a total cost of \$16K.

156 This was discussed further.

157 Adam Winger said that just to have the commitments from the storytellers makes getting grants
158 directly for the festival much more attainable.

159 Wayne discussed other potential grants, and the conversation continued.

160 John Bailey said he wants this to succeed; but said that as a City councilman, he would want to
161 know as concrete an estimate as possible as to what the City would be obligated to, which was
162 further delineated. The festival representative said the "bare bones" bottom line financial need is
163 approximately \$15K.

164 Damon said he is willing to go forward, but commented that he wouldn't be if we were in the same
165 situation three or four years from now, and commented further.

166 Per a question from council, Wayne said the dates for the festival this year are June 11th, 12th and
167 13th.

168 Jeff made a recommendation to the council that we look for the revenue source and include it as
169 part of the budget revision, but for now, commit for at least the basic level of \$15K. and if nothing
170 else comes in, the City will just have to absorb it.

171 John Bailey asked Wayne and the festival representative about their contingency plan for
172 marketing and advertising costs, which he said are also "big budget" items, and commented
173 further, which the festival representative and Wayne addressed and explained.

174

175 *John Bailey made a motion to support the festival and move forward. Damon Cann seconded the*
176 *motion. A vote was called and the motion passed unanimously with Nancy Potter, John Bailey,*
177 *Roger Anderson and Damon Cann voting in favor.*

178

179 Consider appointments to the Planning Commission.

180 Mayor Berentzen said that he has been in contact with Brad Crookston and Brett Robinson and
181 asked if they would serve another term on the Planning Commission, to which they agreed; and
182 Mayor Berentzen submitted those names to the City Council for the consideration.

183

184 *Nancy Potter made a motion to approve the Mayor's appointments of Brett Robinson and Brad*
185 *Crookston to the Planning Commission. John Bailey seconded the motion. A vote was called*
186 *and the motion passed unanimously with Nancy Potter, John Bailey, Roger Anderson and Damon*
187 *Cann voting in favor.*

188

189 Mayor Berentzen said he has asked Geri Christensen to serve on the Park's Committee, to which
190 she agreed. He said he also asked Craig Humphreys to serve as an alternate on the Planning
191 Commission, and will be submitting his name in future in the event he accepts.

192

193 Reports from city officers, boards, and committees

194 Damon Cann said some of the chip seal that was done last summer on 2200 North between 600
195 East and 600 East, is starting to roll off in some patches. Alan Luce said it is still under warrantee
196 and that he will go look at it.

197

198 Mayor Berentzen said he got an answer today regarding the appointment to the board of the
199 Cache Valley Transit District, and said appointments seem to be taking place without his
200 knowledge, which is of concern to him, and explained further. He said he has reviewed the by-
201 laws as well as the state code on this, and said the City Council can appoint that at any time. He
202 said the council may need to review this as they move forward, and explained further.

203

204 Mayor Berentzen said he spoke to Elaine Nelsen about continuing to serve on the Mosquito
205 Abatement District, which she has agreed to do, and explained that he needed a motion from the
206 council [for this appointment].

207

208 *Nancy Potter made a motion to approve the Mayor's appointment of Elaine Nelson to the*
209 *Mosquito Abatement District. Damon Cann seconded the motion. A vote was called and the*
210 *motion passed unanimously with Nancy Potter, John Bailey, Roger Anderson and Damon Cann*
211 *voting in favor.*

212

213 Discuss a concept plan being proposed for a mixed use Continuing Care Retirement Community
214 (Assisted Living/Rehabilitation & Skilled Nursing & Memory Care) with a commercial component
215 located at approximately 2200 North and 400 East (southwest corner) in the City Center Adjacent
216 (CCA) and Downtown (DT) zones.

217 Cordell Batt discussed the concept plan for this and outlined the location of this via a map of the
218 site. He said part of this project includes making the change in the City Center code matrix to
219 make the "nursing care" part of this development as a permitted use in this zone. He said the
220 Planning Commission approved this with a positive recommendation to the City Council; but that
221 a public hearing needs to be held because this is a change to the code; and also explained that
222 not including this as a permitted use in the zone was likely an oversight.

223 Cordell introduced the developer, Nick Larson, and said that what they are proposing is a use that
224 fits with what the City wants in the City Center area, and commented further in favor of the
225 project.

226 Nick Larsen, explained his concept plan, and the intentions of the developers for this site. He
227 further detailed how the development would be laid out.

228 Mayor Berentzen discussed the history of this development; and that he wanted the City Council
229 to know that it was really the City that encouraged the developers to build where they are
230 proposing, and explained further. He said the developers have done quite a bit of work, including

231 trading properties, to get it to this point and to develop in the location that serves the City a lot
232 better, and commented further.

233 Nancy Potter discussed the exit problems that exist at Pioneer Valley Lodge and asked Mr.
234 Larsen how he was going to address those sorts of things, which Mr. Larsen explained and
235 detailed.

236 Damon Cann asked Mr. Larsen about the market demand for this project, particularly since there
237 are other care facilities in town, which Mr. Larsen addressed and explained; and commented that
238 this development is not the same project as the ones which currently exist, and that ones that are
239 similar are full and have waiting lists. He commented further.

240 Nancy asked about the standards of the development which Mr. Larsen addressed in detail.
241 Cordell also said staff went into great detail in the code about what the City wanted in the City
242 Center; and also said the developers will have to go through the Design Review Committee,
243 which will use those standards in reviewing the project. He said he was clear to the developers
244 from the beginning about how strident the City Center code is and that it is a bit different than
245 developing in other areas of North Logan City.

246 Cordell continued to answer questions from council; and Cordell and Jeff discussed the details of
247 where the uses can be delineated within the zone.

248 Cordell addressed Damon's questions regarding redrawing the regulating map in relation to other
249 projects; and reiterated that when these projects move beyond the concept plan stage, all of
250 these details get worked out [between staff and the developers], and also discussed the public
251 hearing process.

252 The conversation continued.

253 John Bailey said he had serious questions about whether this is something that we really want in
254 the City Center area, considering what is nearby; and whether this kind of development would
255 attract and be a magnet to the other kinds of projects that could come into the City Center, and
256 take North Logan City in the direction that we want. He said however, that the more this is
257 presented, the more he believed that this meets some of those criteria, and commented further.

258 Cordell and Mr. Larsen addressed further questions from the council and Damon, including
259 regarding the commercial pads, sidewalk standards, parking needs and the types of living
260 arrangements that will exist in the facility.

261

262 Executive session (closed) to discuss real estate and litigation issues.

263 *John Bailey made a motion to close the meeting and move into Executive Session for the*
264 *purpose of discussing real estate and litigation issues. Damon Cann seconded the motion. A*
265 *vote was called and the motion passed unanimously with Nancy Potter, John Bailey, Roger*
266 *Anderson and Damon Cann voting in favor. This occurred at 8:28 p.m.*

267

268 Minutes for this portion of the meeting are written under separate cover.

269

270 *Damon Cann made a motion to open the meeting and move out of Executive Session and return*
271 *to the regular City Council meeting. Nancy Potter seconded the motion. A vote was called and*
272 *the motion passed unanimously with Nancy Potter, John Bailey, Roger Anderson and Damon*
273 *Cann voting in favor. This occurred at 9:09 p.m.*

274

275

276 *Damon Cann made a motion to adjourn the meeting. Nancy Potter seconded the motion. A vote*
277 *was called and the motion passed unanimously with Nancy Potter, John Bailey, Roger Anderson*
278 *and Damon Cann voting in favor. This occurred at 9:09 p.m.*

279

280 The meeting adjourned at: 9:09 p.m.

281

282 Approved by City Council:

April 8, 2015

283

284 Transcribed by Marie Wilhelm

285

286 Recorded by

287



Scott Bennett/City Recorder