

**The Minutes of
Honeyville City Council
June 14, 2023 Regular Meeting**

Mayor Bruce Nelson called the meeting to order at 7:00 p.m.

Present were Mayor Bruce Nelson, Councilmembers David Hougaard, Kory Wilde, Trevor Gardner and Dale Millsap. Councilmember Ryan Adams was excused from this meeting.

Approximately 15 members of the public were present.

Employees present were: Brittany Chlarson, Clerk/Recorder
 Troy McNeely, Public Works

Dale Millsap offered the invocation and led the group in the Pledge of Allegiance.

Conflict of Interest: None Noted.

Public Comment Period: No comments were made.

Public Hearing – Adjusting Fiscal Year 2022 – 2023 Budget:

A. Open Public Hearing:

DALE MILLSAP motioned to Open the Public Hearing to Adjust the Fiscal Year 2022 – 2023 at 7:04 p.m. KORY WILDE seconded the motion. MOTION CARRIED with David Hougaard for, Kory Wilde for, Trevor Gardner for and Dale Millsap for.

Blair Perry the City Treasurer explained that the City has to adjust the budget each year if they didn't meet their projected expenses. The biggest adjustment was to the Capital Project Funds. There were projects that were scheduled that did not get completed such as the Remodel of City Hall. **Kenny Funk** asked what happens to the funds that weren't used for Capital Projects. **Blair Perry** explained that those funds are not lost, but that he is adjusting the budget to reflect how the funds were spent throughout the year.

B. Close Public Hearing:

DALE MILLSAP motioned to Close the Public Hearing to Adjust the Fiscal Year 2022 – 2023 at 7:09 p.m. TREVOR GARDNER seconded the motion. MOTION CARRIED with David Hougaard for, Kory Wilde for, Trevor Gardner for and Dale Millsap for.

C. Action Item: Adjusting Fiscal Year 2022 – 2023 Budget:

DALE MILLSAP motioned to accept the presented Budget Adjustment for Fiscal Year 2022-2023. DAVID HOUGAARD seconded the motion. MOTION CARRIED with David Hougaard for, Kory Wilde for, Trevor Gardner for and Dale Millsap for.

Public Hearing – Adopting Fiscal Year 2023 – 2024 Budget:

A. Open Public Hearing:

KORY WILDE motioned to Open the Public Hearing to Adopt Fiscal Year Budget for 2023 – 2024 at 7:11 p.m. TREVOR GARDNER seconded the motion. MOTION CARRIED with David Hougaard for, Kory Wilde for, Trevor Gardner for and Dale Millsap for.

Blair Perry explained that the first page of the budget shows the anticipated income to the City for Fiscal Year 2023-2024 which begins July 1, 2023 and ends June 30, 2024. He is conservative on the income side of the budget. He also explained that there are five capital projects the City budgeted for during this year. The funds are anticipated to be used for Equipment, a Bowery for the East Park, a Waterline Replacement, the General Plan and the City Hall Remodel. It was also discussed that the City has been awarded two grants that they can use to help pay for the General Plan.

B. Close Public Hearing:

KORY WILDE motioned to Close the Public Hearing on Adopting Fiscal Year 2023 – 2024 Budget at 7:17 p.m. DALE MILLSAP seconded the motion. MOTION CARRIED with David Hougaard for, Kory Wilde for, Trevor Gardner for and Dale Millsap for.

C. Action Item: Adopt Fiscal Year 2023-2024 Budget

DALE MILLSAP motioned to Approve the Fiscal Year 2023 – 2024 Budget as presented at 7:17 p.m. DAVID HOUGAARD seconded the motion. MOTION CARRIED with David Hougaard for, Kory Wilde for, Trevor Gardner for and Dale Millsap for.

Public Hearing – CIB Application for Highway 38 Waterline:

- A. Mayor Nelson** explained that the city had put in an application to for funding to help pay for the Highway 38 Waterline project, which if it was approved the city would need to hold a public hearing. However, the application was denied so they will not need to hold the Public Hearing at this time.

Zoning Administrator/Planning Commission Report – Codey Illum & Kenny Funk

- A. Zoning Admin Report:** Codey Illum was not present to report.

- B. Planning Commission Report:** Kenny Funk reported that the Planning Commission reviewed a CUP application which will be discussed later in the meeting. He also reported that they are addressing the section of the code regarding Accessory Dwelling Units. They are also focusing on cleaning up the fence/structure/corral section of the code.

Mayor Nelson informed the council that himself, Codey and Kenny had met with John Arbon to address concerns about his property.

City Administration – Mayor Bruce Nelson

Discussion Items:

- A. Compliance for Ordinances:** The Council has noticed that there are a lot of people who are not complying with the City Ordinances. The City provided garbage bins for 3 days to assist residents in complying with the yard ordinances. They also informed residents of the code and that they would have until June 19th to comply with the code. There are still a lot of people who are out of compliance. **David H** stated that the City will be following up with individuals who have already received a letter from the City and will be issuing more based off of complaints. If residents don't comply after receiving a formal letter the city will be sending their information to the prosecuting attorney to take action.
- B. 4th of July Committee Status:** The Mayor & Council confirmed final details for the 4th of July celebration.
- C. Spring Clean-Up Report:** It was reported that the Clean-Up went well and the Mayor would like to commit to the first week in June moving forward. Next year they would like to address the issue of the backhoe being used by people other than City Employees or Councilmembers.
- D. Memorial Day Report:** The Mayor received a lot of positive feedback with how the Cemeteries looked for Memorial Day. The Mayor and Council were very impressed by the hard work put in by the Public Works employees and acknowledged the time volunteers put in to get the Cemeteries looking good.
- E. Northern Utah Smart Water Meeting Report:** The Mayor attended a meeting that discussed how to be smart with Utah's water. He was in a group where they discussed goals for Box Elder County and one of the goals is to generate a Master Plan for the entire county. Mayor Nelson stated that the county needs to be united to prevent communities from the South from taking Honeyville's water.
- F. General Plan – Mayor Nelson** will be meeting with Mike Hansen next Thursday at 5:00 p.m. He invited Planning Commission Chair Kenny Funk, Zoning Administrator Codey Illum and 2 Councilmembers.

- G. Election Info** – The Declaration of Candidacy took place June 1st – 7th. Four people put in for the City Council 2-year term. Those individuals are Tom Eddy, Jeanne Cutler, Dave Forsgren and Dusty Bingham. They will be placed on the ballot for the Primary Election which has been moved to September. Six people put in for the 4-year City Council term. Those individuals are Kory Wilde, Trevor Gardner, Ryan Adams, Jason Maughn, Thomas Jenkins and Anna Dammer. Mayor Nelson is the only one who signed up for Mayor.
- H. Fire District** – The Fire District hired Amy Hugie to draw up a contract between the Fire District and the City. During the last meeting with the Fire District the Fire Chief stated that the County will be donating two fire engines to the Fire District and he felt that Honeyville City should donate some equipment too. **Mayor Nelson** informed them that the city would not be donating any equipment.
- I. Reconcile Bank Statement – Dale Millsap**

ACTION ITEMS:

- A. Olschewski CUP Application:** **Kenny Funk** reported that Erika Olschewski's attended Planning Commission last month and requested a CUP permit to live in a trailer while preparing to build in within the next 2 years. The Commission approved the request with 2 conditions which were that they would be required to apply for a building permit within 9 months and that the zoning administrator would inspect the property and make sure that the individuals are already following Honeyville City's ordinances. **Mayor Nelson** said that two years is a long time. He asked what the consequence would be if they did not obtain a building permit within 9 months. **Kenny Funk** stated that their permit would not be renewed next year if they did not follow the conditions. **David H** stated that Honeyville City's code clearly states that living in a trailer is only allowed during the building process. He felt that trailers are meant to be in trailer courts and other areas that support this kind of living arrangement. **Laurie Hunsaker** stated that the Planning Commission worked very diligently to come up with this recommendation. **Mayor Nelson** asked how the waste would be disposed of. **Kenny Funk** shared that they would be using Roto Rooter to empty the black tank when needed. It was also discussed that a building permit is good for 180 days as long as there is progress. Upon inspection the permit is good for another 180 days. **Erika Olschewski** explained that she has moved back home to help her aging parents, but she doesn't currently have the funds to build right away. She plans to build on their property in the future. This property is a 3-acre parcel. She also stated that in order to get a building permit in Box Elder County you must have blueprints. **David H** made her aware that she would also have to apply for permission to build a guesthouse according to Honeyville City code and there is no guarantee that will be approved. He explained that history has shown that when the City tries to accommodate outside of the rules, it never works out well for the City. **Dale M** stated that he feels that the City has made very clear requirements and if they are not met the City can revoke the CUP. This is

different than what has occurred in the past. **Trevor G** is struggling with this decision because the applicant is trying to work with the city where a lot of other people don't even attempt to follow the code. **Kory W** did not feel comfortable issuing this permit because they are still quite a way out from building. He feels it is important to follow what the code states. **Trevor G** wondered if the council could negotiate the conditions put on this permit. There was a lot of discussion about the interpretation of "construction". Some felt it was from the beginning planning stages, while others felt it was when the home was actually being built. **Mr. Olschewski** asked the council what the likelihood of removing guesthouses from the code after the moratorium was. **Kenny F** stated that currently the Planning Commission is in the discussion phase of changing this section of the code. They are considering allowing guesthouses in the RR and Ag zones but not in the R1 zone. **Erika O** shared a section of Box Elder County code. **Trevor G** clarified that Honeyville City is not the county. **David H** stated that Honeyville City has its own specific code that they follow.

While making the motion **Dale M** was very concerned about the City holding up the building process if they have not resolved the guesthouse issue. It was clarified that the moratorium on guesthouses is only good for 6 months. If it is still not resolved after that time frame the current code stands and the Olschewski's could apply for a CUP to build a guesthouse.

DALE MILLSAP motioned to approve the Planning Commission's Recommendation to allow Olschewski's CUP application with the conditions that they need to have a building permit within 9 months and that they must currently be complying with all City Codes. **TREVOR GARDNER** seconded the motion. **MOTION CARRIED** with Dale Millsap for, Trevor Gardner for, Kory Wilde against, David Hougaard against. Due to a tie vote Mayor Nelson voted to break the tie with a vote for.

B. Resolution Regarding Jensen Annexation Petition:

Mayor Nelson stated that the council voted on this issue last month, however they needed to have a resolution in order to make that decision valid.

DAVID HOUGAARD motioned to deny the Jensen Annexation request due to the distance between the current City boundary and the property described. Along with the issue that the lot size does not meet Honeyville City zoning and it would create an island. **DALE MILLSAP** seconded the motion. **MOTION CARRIED** with David Hougaard for, Kory Wilde for, Trevor Gardner for and Dale Millsap for.

C. City Owned Rental Home: **David H** reported that the property where the rental home resides has already been subdivided. At one point the City owned the property East of

the rental where Camelot Inn now resides along with the parcel the rental home is on. He proposed that the city do a lot line adjustment so that an entrance to the City's property could be created between the two homes. **Trevor G** asked if another option would be to keep an easement. However, it was discussed that the City wouldn't have as much control over the property if it was simply an easement. The council also discussed concerns about UDOT granting access to that drive.

DAVID HOUGAARD motioned to have a lot line adjustment created to separate the rental home while keeping some frontage on Highway 38 for the City owned property. **DALE MILLSAP** seconded the motion. **MOTION CARRIED** with David Hougaard for, Kory Wilde for, Trevor Gardner for and Dale Millsap for.

D. Mayor Stipend Increase: **Mayor Nelson** explained that he works roughly 30 hours a week and asked the Council if they would be open to increasing the Mayor's stipend. **Kory W** asked if anyone knew how much other Mayor's were receiving. **Mayor Nelson** reported that he spoke with Willard City's manager, and he reported that their City Manager makes \$59,000.00 per year for a part-time wage. **Trevor G** spoke with Elwood's Mayor and he is paid substantially higher than what Honeyville pays. He also expressed that the Mayor needed a raise, but he felt that the City needs to restructure the Employees. He didn't feel comfortable that the Mayor was doing so much work. He suggested having one person who deals with employees and then reports to the Mayor. **David H** felt comfortable with the Mayor taking care of the managerial tasks. But he did feel that it was definitely more than a volunteer job. **Kory W** stated that this is the least busy the city is ever going to be. He also felt that both Trevor and Dave made valid points. He felt that the City should address the Mayor's pay for now and start looking at structuring the employees differently to eventually make a shift there. **David H** felt that the city does not have the funds to hire a City Manager. **Mayor Nelson** explained that right now he is acting as the City Manager along Mayoral duties, and he is making roughly \$1.75 per hour. He also explained that currently Troy is the lead over Zach, Cheyenne, Mallory and Tyler. And Brittiny is the lead over Wendy. Troy, Brittiny, Blair and Codey all report to the Mayor. **Dale M** read section 1-7-6 of Honeyville City's code which allows compensation to the Mayor or Council. There was further discussion about offering more responsibility to current employees or having specific responsibilities for each employee.

KORY WILDE motioned to bring recommendations to adjust the Mayor's stipend. **DAVID HOUGAARD** amended the motion to include that a Resolution be ready for July's meeting. **KORY WILDE** accepted the amendment. **DAVID HOUGAARD** seconded the motion. **MOTION CARRIED** with Dale Millsap for, Trevor Gardner against, Kory Wilde for and David Hougaard for.

Trevor Gardner voted against it because he'd recommend restructuring the city employees at the same time.

E. City Council Regular Meeting Minutes – 05/10/23:

DALE MILLSAP motioned to approve the Regular Meeting Minutes of 05/10/23 as presented. KORY WILDE seconded the motion. MOTION CARRIED with David Hougaard for, Kory Wilde for, Trevor Gardner for and Dale Millsap for.

F. Check & Deposit Details – 05/01/23-5/31/23:

KORY WILDE motioned to accept the Check & Deposit Details of 05/01/23 – 05/31/23. DAVID HOUGAARD seconded the motion. MOTION CARRIED with David Hougaard for, Kory Wilde for, Trevor Gardner for and Dale Millsap for.

Public Health & Safety/Buildings & Equipment – Councilmember David Hougaard:

A. Pothole Machine: Has been picked up for a repair bid.

Parks & Cemeteries/Youth City Council – Councilmember Trevor Gardner:

Nothing more to report at this time.

General Community Events/Planning Commission – Councilmember Kory Wilde:

Nothing more to report at this time.

Water Systems & Drainage – Councilmember Ryan Adams:

Ryan was not present to report.

Streets & Roads/Mosquito Abatement/City Communications – Councilmember Dale Millsap:

A. Streets & Roads: Dale M will try and locate some grants to help with road repairs.

B. Mosquito Abatement: They are not allowed to spray pesticide at the Bird Refuge where large amounts of mosquitos are.

ACTIONS FROM JUNE 14, 2023:

1. Meeting with Mike Hansen – June 22nd at 5:00 p.m.
2. Bruce – Talk to Dana about Lot Line Adjustment for Rental Home.
3. Everyone – Research and bring recommendations for the Mayor's Stipend.
4. Bruce – Get with Ryan to come up with a Water Conservancy Plan.

DALE MILLSAP motioned to adjourn at 9:38 p.m. KORY WILDE seconded the motion.
MOTION CARRIED with David Hougaard for, Kory Wilde for, Trevor Gardner for and Dale
Millsap for.

Meeting adjourned at 9:38 p.m.

The foregoing minutes were taken and typed by Brittiny Chlarson.

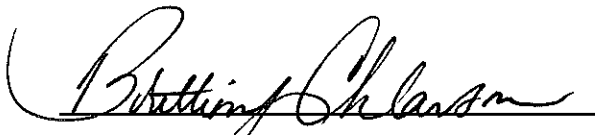
I certify these minutes to be true and accurate to the best of my knowledge.

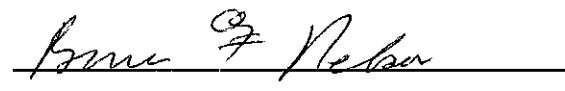
ATTEST:

DATE APPROVED:

7/12/23




Brittiny Chlarson – Clerk/Recorder


Bruce Nelson - Mayor