

**The Minutes of
Honeyville City Council
May 10, 2023 Regular Meeting**

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

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

Approximately 15 members of the public were present.

Employees present were: Brittany Chlarson, Clerk/Recorder
 Codey Illum, Zoning Administrator
 Troy McNeely, Public Works
 Wendy Lindauer, Deputy Clerk

Trevor Gardner offered the invocation and led the group in the Pledge of Allegiance.

Conflict of Interest:

Trevor G stated that John Arbon is on the agenda and he does business with him so he will recuse himself during that portion of the agenda.

Ryan A stated that he rents the ground being reviewed for annexation from Bob Jensen so he will recuse himself during that portion of the agenda.

Both councilmembers stated that they have a good working relationship with these men and that recusing themselves has nothing to do with the character of these individuals.

Mayor Nelson asked the council to move Discussion Item A to an Action item.

DAVID HOUGAARD motioned to move Discussion Item A to an Action Item per the Mayor's request. KORY WILDE seconded the motion. MOTION CARRIED with Ryan Adams for, David Hougaard for, Kory Wilde for and Trevor G for.

Public Comment Period: No comments were made.

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

A. Planning & Zoning Admin Report: Codey Illum

- **Building Permits:** One building permit has been received for a barn.
- **Concept Plan:** Cody Tolman has submitted a concept plan application which will be reviewed in the upcoming Planning Commission meeting.
- **CUP Application:** A CUP application was received by the city. An individual is requesting to live in a trailer on her parents' property. This will be on the upcoming Planning Commission agenda.

B. Planning Commission Report: Kenny Funk

- **General Plan:** Mike Hansen met with the Planning Commission last month to see what the City is wanting put into the General Plan.
- **Farr CUP:** The Farr's applied for a Kennel License. The Planning Commission recommends approval of this request for up to six dogs.
- **Guest House Ordinance:** The Planning Commission requests that the Council put a moratorium on Guest Houses while the Planning Commission looks at this Ordinance.
- **Text Amendments to the Land Use Code:** The Planning Commission will hold a public hearing in the next Planning Commission meeting regarding some minor text amendments.

City Administration – Mayor Bruce Nelson

ACTION ITEM: (Moved from discussion to action)

- A. Jensen Annexation Request:** Bob Jensen stated that he went into the county to make a request to change from a RR5 to RR2 because he would like to build two homes. His property is currently in the county, but does show as part of Honeyville City's future annexation plan. **Codey I** explained that this request is due to a Box Elder County statute. The County wants development to stay with the city's and not with the county. Therefore, before the county will look at a rezone, they have individuals apply for annexation into the closest city. If the city were to approve this annexation, it would create an island.

DAVID HOUGAARD motioned to reject the annexation request. TREVOR GARDNER seconded the motion. MOTION CARRIED with Ryan Adams abstaining, Davi Hougaard for, Kory Wilde for and Trevor Gardner for.

DISCUSSION ITEMS:

- A. Laura Holmgren – USU Extension:** Laura H reported that Commission Bingham has asked her to reach out to the cities in Box Elder County and inform that there are a lot of services that USU offers. Mike Pace specializes in plants and can help communities figure out what is best for their areas. They also provide grants to communities. Lastly, she reminded the council that USU is a part of the 4H program and expressed appreciation for the communities that have offered support to that program.
- B. John Arbon Building Permit:** John A presented a map to the council showing his parcels on North Salt Creek Road and stated that he is wanting to build on three separate parcels. Mayor Nelson reported that the waterlines in that area are already delinquent. There is a 2" waterline that runs under the Railroad tracks that has been abandoned. The line going up North Salt Creek Road is a 4" line and currently the state code would require an 8" line. The Mayor has a big concern about fire suppression in that area. Mayor Nelson suggested having a conversation with himself, the fire marshal, Codey and possibly a member of the council. It was brought to the councils attention that there are no fire hydrants along North Salt Creek Road.
- C. Spring Clean-Up – New Dates:** Due to a conflict with the landfill the city had to move their clean-up day from May to June 2nd, 3rd, and 5th.
- D. Compliance to Ordinance:** David H suggested helping residents come into compliance by addressing issues in a phased plan. He would like to address the "general trash" ordinance in June, junk vehicles in July and building permits in August.
- E. Highway 38 Waterline Project:** This project was supposed to start May 1st however Newman's requested to move the start date to June 1st.
- F. Rural Water:** Ryan A reported that the city's income per capita is too high and the city's water rates are too low to receive funding. Mayor Nelson stated that Rural Water is now going do a water rate study instead of Dana.
- G. Bear River Water Conservancy District Water Information:** Mayor Nelson reported that the BR Conservancy District has drilled a well 2 miles north of the Honeyville/Deweyville line. They are in the process of putting lines in to service Tremonton and Collinston. They need 280 gallons/min. and the well is only producing 150 gallons/min. They are not currently asking Honeyville to service the missing water they need, but they are just opening up a dialogue.
- H. Memorial Day:** The Public Works employees are getting the cemeteries ready for Memorial Day. Desert Rain will be working on the sprinkler system tomorrow to get it up and running.
- I. Work Meeting for 07/2023-06/2024 Budget:** The council scheduled the meeting for Thursday, May 25th at 7:00 p.m.

J. Perspective Grants:

- Highway 38 Water Project
- City Hall Remodel
- Public Works Equipment
- Road Improvements – David H reported that 3600 W. heading north needs a lot of repairs.

K. 4th of July Committee Status:

- **Ryan Adams:** People are in place to help with the activities and blowups have been ordered.
- **David Hougaard:** Make sure the food, supplies and condiments are ready for the 4th. Dave will also get with the youth council to take the orders. They will be helping with the activities as well.
- **Mayor Nelson:** Contact Jordon Anderson to see if they are still interested in having the Fireman's Breakfast.
- **Trevor Gardner:** Obtain a food handlers permit from the Health Department.
- **5K:** The racing equipment has been picked up.
- **Kory Wilde:** Rodeo, July 15th.

ACTION ITEMS:

- A. Farr CUP – Kennel License Application:** Kenny F reported that Derek Farr requested a Kennel permit for 4 dogs. The Commission recommended approval for up to 6 dogs.

KORY WILDE motioned to approve the Farr CUP Kennel License Permit as recommended by the Planning Commission. RYAN ADAMS seconded the motion. MOTION CARRIED with Ryan Adams for, David Hougaard for, Kory Wild for and Trevor Hougaard for.

- B. UTOPIA:** Aaron Leach approached the council and explained that the school in town has received some funding to have UTOPIA bring service to their school.

They are requesting to use a small portion of the city right of way to bring this line in. The line will be arial and attached to poles for most of the city area and will go underground when they get closer to the school. Any residents or businesses along the path could get services from them. The line would run up 6900 and in front of City Hall.

KORY WILDE motioned to approve UTOPIA'S request. DAVID HOUGAARD seconded the motion. MOTION CARRIED with Ryan Adams for, David Hougaard for, Kory Wilde for and Trevor Gardner against.

- C. **Planning Commission Member Recommendation:** Mayor Nelson recommended Ty Walker's name for the Planning Commission.

RYAN ADAMS motioned to accept the Mayor's recommendation to appoint Ty Walker to the Planning Commission. TREVOR GARDNER seconded the motion. MOTION CARRIED with Ryan Adams for, David Hougaard for, Kory Wilde for and Trevor Gardner for.

- D. **City Hall Remodel:** Seth Stanton with Jones and Associates presented the plans to the council. David H suggested an expansion plan for the future. He suggested moving the Fire District up to the shop and having the Public Works use the bays at the City Building.

DAVID HOUGAARD motioned to go out to bid on both remodel plans, one with the divided utilities and one without. KORY WILDE seconded the motion. MOTION CARRIED with Ryan Adams for, David Hougaard for, Kory Wilde for and Trevor Gardner for.

- E. **Guest House Moratorium:** Kenny F stated that he spoke with the Ombudsman's office and by simply putting an item on the agenda, allows the city to put a 180-day moratorium on that item while they are working on the issues.

KORY WILDE motioned to approve the 6-month moratorium on Guest House applications while they work on improving this ordinance. 180 days begins May 10, 2023, DAVID HOUGAARD seconded the motion. MOTION CARRIED with Ryan Adams for, David Hougaard for, Kory Wilde for and Trevor Gardner for.

- F. **Employee Handbook:**

Mayor Nelson informed the council that there have been a few updates made to the Employee Handbook. Those items were in red in the presented Employee Handbook.

DAVID HOUGAARD motioned to approve the Employee Handbook as presented. KORY WILDE seconded the motion. MOTION CARRIED with Ryan Adams for, David Hougaard for, Kory Wilde for and Trevor Gardner for.

- G. **City Owned Rental Home:** David H would like to make the rental home property a legal lot and then put it up for sale. He has already taken some measurements and feels that this is feasible. Kory W stated that the home is going to take a lot of work to clean up. He would recommend burning the house down and keeping the property. Ryan A stated that the quickest way to get rid of the house is to sell it. But he felt that keeping the property seemed to be the general consensus. David H stated that he is fine to bulldoze it but was worried about the maintenance of the land and how that would

look. Trevor G stated that if the city was going to keep the property, then he'd rather keep the house there and generate a revenue, but he agreed with Dave that selling the home would be best.

DAVID HOUGAARD motioned to make the rental home lot a legal lot, subdivide the lot and put the home up for sale. TREVOR GARDNER seconded the motion. MOTION CARRIED with Ryan Adams against, David Hougaard for, Kory Wilde against and Trevor Gardner for. Mayor Nelson motioned for, which broke the tie.

Codey I will work with Dana to start the subdivision process.

H. City Council Regular Meeting Minutes – 04/12/23:

KORY WILDE motioned to approve the City Council Regular Meeting Minutes from 04/12/23 as presented. DAVID HOUGAARD seconded the motion. MOTION CARRIED with Ryan Adams for, David Hougaard for, Kory Wilde for and Trevor Gardner for.

I. Check & Deposit Details – 04/01/23-4/30/23:

RYAN ADAMS motioned to approve the Check & Deposit Detail as presented. DAVID HOUGAARD seconded the motion. MOTION CARRIED with Ryan Adams for, David Hougaard for, Kory Wilde for and Trevor Gardner for.

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

Nothing more to report at this time.

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

- A. **Pavilion for East Park:** Gathering bids for the Pavilion for the East Park.
- B. **Memorial Day Flags:** The Youth Council will place flags at the Cemetery for Memorial Day.
- C. **Mike Pace:** Trevor will contact Mike Pace for advice on area by canal.

General Community Events/Planning Commission – Councilmember Kory Wilde:

Nothing more to report at this time.

Water Systems & Drainage – Councilmember Ryan Adams:

- A. **Fire Hydrant Concern:** David H was concerned that there was not a fire hydrant on North Salt Creek Road. The council discussed other areas in town that were required to put in fire hydrants when they built homes.

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

Dale was not present to report.

ACTIONS FROM MAY 10, 2023:

1. Bruce – Set up meeting with John Arbon
2. Bruce – Schedule assignments for clean up day during Work Meeting 5/18/23
3. Bruce – Sign Contract with UTOPIA
4. Bruce – Talk to Jordan Anderson about the Fireman's Breakfast
5. Dave – Make sure the food, supplies and condiments are ready for the 4th.
6. Dave - Meet with Dale about roads.
7. Codey – Start subdivision process on the Rental Home.
8. Brittiny – Generate 4th of July schedule for website.
9. Trevor – Talk with Mike Pace

David H reported on his inspection of equipment and gear with Jordon Anderson.

MOVE WORK MEETING TO 5/18/23.

TREVOR GARNDER motioned to enter into a Closed Session at 9:11 p.m. to discuss Potential Litigation. DAVID HOUGAARD seconded the motion. MOTION CARRIED with Ryan Adams for, David Hougaard for, Kory Wilde for and Trevor Gardner for.

All members of the public and employees except the clerk/recorder, Brittiny Chlarson, were invited to leave.

KORY WILDE motioned to Close the Closed Meeting at 9:16 p.m. DAVID HOUGAARD seconded the motion. MOTION CARRIED with Ryan Adams for, David Hougaard for, Kory Wilde for and Trevor Gardner for.

TREVOR GARDNER motioned to adjourn at 9:16 p.m. KORY WILDE seconded the motion. MOTION CARRIED with Ryan Adams for, David Hougaard for, Kory Wilde for and Trevor Gardner for.

Meeting adjourned at 9:16 p.m.

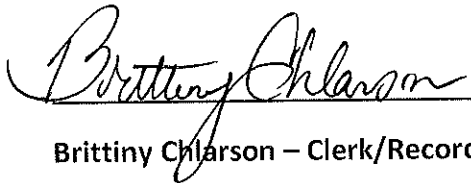
The foregoing minutes were taken and typed by Brittiny Chlarson.

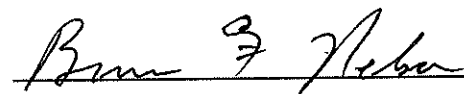
I certify these minutes to be true and accurate to the best of my knowledge.

ATTEST:

DATE APPROVED: 6/14/23




Brittiny Chlarson – Clerk/Recorder


Bruce Nelson - Mayor