THE STATE OF UTAH
COUNTY OF SEVIER
CITY OF RICHFIELD

At the City Council
In and For Said City
January 14, 2025

Minutes of the Richfield City Council meeting held on Tuesday, January 14, 2025, at 7:00 p.m. in the Council Chambers of the Richfield City office building located at 75 East Center, Richfield, Utah. Mayor Bryan L. Burrows presiding.

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10. PUBLIC HEARING ON BUDGET AMENDMENTS.
11. OPEN AND AMEND THE 2024-25 BUDGET
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13. MEETING ADJOURNED

1. OPENING REMARKS - Elaine Street offered the opening remarks.

2. PLEDGE OF ALLEGIANCE – Brayden Gardner led the pledge of allegiance.

3. ROLL CALL - **Roll Call. Present:** Bryan Burrows (Not voting), Brayden Gardner, Kip Hansen, Elaine Street, Kendrick Thomas, Michele Jolley (Not voting), Rob Jenson (Not voting).
Excused: Tanner Thompson.
Also, Tiffany Andersen, Kylee Boyter, Leslee Hurd, Eva Wilcox, Marva Peterson, Taylor White, Glen Taylor, Heidi Stringham, Terry Christensen, Micklane Farmer, Michelle Olsen, Elizabeth Steele, Keith Mogan, Trent Lloyd and David Anderson.

4. MINUTES - **Motion:** Approve the minutes of the December 10, 2024, meeting.
Action: Approve, **Moved by** Kip Hansen, **Seconded by** Brayden Gardner.
Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).
Yes: Brayden Gardner, Elaine Street, Kendrick Thomas, Kip Hansen.
Excused: Tanner Thompson.

5. EXPENDITURES - **Motion:** Approve the warrants and cash disbursements for December 2024, **Action:** Approve, **Moved by** Brayden Gardner, **Seconded by** Elaine Street.
   Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).
   Yes: Brayden Gardner, Elaine Street, Kendrick Thomas, Kip Hansen.
   Excused: Tanner Thompson.

6. WHITE'S SANITATION ANNUAL REPORT - Taylor White, representing White's Sanitation, was in attendance and discussed the company's contract with the city for sanitation services. Mayor Burrows asked about an increase in fuel costs to the City. Taylor said that he was contacted earlier in the day and the price has leveled off so he does not anticipate an increase, but he said he wasn't sure.
   Councilmember Hansen thanked Whites for the great service they provide. He said its one of the best public/private partnerships that's he's ever seen. He said the extra services provided by Whites are very much appreciated. Taylor said he would pass that along to his employees. He said the City has done well in helping with the adjustments for the holidays, and was extremely helpful in letting people know. The annual town and city cleanup is also coming up.
   Mayor Burrows asked about the dumpsters and if there was a timeline for how long they can stay in the right of way. There's never really been a solution, but there are some dumpsters that or in the right of way and across the sidewalks. White said whatever the city wants to do, his company will stand behind.
   Mayor Burrows said he doesn't want to call and tell Whites to move a dumpster they're being paid for. Every lot is different, and every situation is different. Taylor said if it was a timeline, it would be impossible for his company to try and track each dumpster and how long it's been there.
   Mayor Burrows said he doesn't mind them being in the city right of way temporarily, and he understands why they don't want trucks backing across sidewalk. If we could at least keep them off of sidewalks, that would be helpful.
   Councilmember Hansen said maybe working with customers to understand they can't block the sidewalk.
   Deputy Clerk Anderson said the City doesn't drive around looking for dumpsters in the street, and like any property issue is based on complaints. He asked if when he sends a letter to someone who has a dumpster in the right of way that's been complained about, if he should also send it to White's so they know which ones are causing an issue. That way Whites doesn't have to track it, but they would know which ones the City would like to move.

Taylor said if it gets to the point that it is creating a problem they would be willing to contact the customer and let them know that the City has a problem with the location of the dumpster and it needs to be moved on to their property or removed.

Councilmember Thomas asked about the spring clean-up and asked about the possibility of dumping the receptacles more often since they're capacity if often exceeded. Taylor said the biggest problem is that the same service is being provided to 15 communities that White's serves, so it's difficult to try and coordinate more dump runs. Richfield City receives more dumpsters than the other communities due to its population. It's a problem all 15 towns and cities have.

Public Works Director Keith Mogan said his crew will smash down the garbage in the dumpsters a couple of times before they are dumped. He asked about locking the doors. Taylor stated that there should be a way to put a chain around it and pad lock it then it could be removed when they come to dump it.

7. PLANNING COMMISSION REPORT - Deputy Clerk Dave Anderson reported on the planning commission meeting.

The Utah State Trust Lands Administration submitted a proposal for the city to amend its code to create an overlay zone. The overlay zone would function as a de facto RM-9 zone, not as dense as RM-11, but denser than the other zones. It is being referred to as the missing middle. There would be a base zone of R1-10, and then have an overlay where different types of homes would be built including duplexes, town homes and other higher density structures with no more than 60 percent of it being one type. The Planning Commission had some comments so SITLA is going to make some changes and meet with the Planning Commission next month. If the Planning Commission decides it wants to amend the ordinance, there will have to be a public hearing and it will come before the City Council.

The Planning Commission also went through more sections of the general plan. They will be having extra meetings in January and February to get the general plan finished.

In the other business, Chairman Josh Peterson talked about the curb and gutter and how there have been deferments on all of the ones recently brought before the Council for curb and gutter. The concern is that the ordinance is not what is happening, so the Planning Commission is considering amending the ordinance so there is a more consistently applied rule for improvements.

Mayor Burrows asked about the SITLA property and its zoning. It is currently zoned as RR1. He also asked if SITLA would be doing the development or overseeing it. Anderson said SITLA represented that they've partnered with developers in different ways. They may sell the project to a developer, or in some

cases SITLA holds onto the land and as each portion of the development sells, the developer and SITLA will divide the money.

8. LIBRARIAN TIFFANY ANDERSEN TO DISCUSS LEASING A BUILDING FOR A BRANCH LOCATION FOR THE LIBRARY - Councilmember **Tanner Thompson arrived at 7:21 p.m.**

Roll Call.
Present: Bryan Burrows (Not voting), Brayden Gardner, Kip Hansen, Elaine Street, Kendrick Thomas, Tanner Thompson, Michele Jolley (Not voting), Rob Jenson (Not voting).

Library Director Tiffany Andersen thanked the council for allowing her to bring on a children's librarian, who has breathed life back into the children's programs. He opened her presentation with the quote: "In principal and in reality, libraries are life enhancing palaces of wonder." They are not just a place to hold books or do research. They also function as gather places, activities, computers, study and so many other uses. Attempts to relocate or rebuild Richfield's library haven't been successful in the past and she is grateful that it hasn't happened because she believes the Carnegie building is meant to be a library and should remain as such. However, with all the changes and enhancements libraries are going through right now across the state and country, Richfield's is bursting at the seams. She said Richfield's library doesn't have room to provide the services the community deserves – not just in Richfield, but across the county. She discussed how the programs have grown. Andersen showed the Council a list of all the different agencies and programs involved in libraries now. Richfield has grown, and the library should grow as well. There really isn't a quite space for people to study anymore as the library is a hub of activity. She said the majority of the people who go downstairs are doing so for activities.
She also showed a chart that illustrated how use of the library has grown since June of the previous year. The summer reading program is a driver for use in the summer. Part of it is due to opening the library up to the entire county, but part of it also because of the new direction and the more patron-focused atmosphere. The trend of active users also continues to be high. Some just come in to sit and use the Wi-Fi. Patron visitation went from 905 to 1,700 according to her estimates from December 2023 as compared to December 2024. She showed charts illustrating expediential growth in program attendance and usage of the library. Andersen said she is asking for a place to lease. The building across the street is vacant and can be used. It is already ADA accessible, and could be used for programs as well as to store portions of the library's collection to that building.

This would be an advantage because in one example, there is a patron that uses the side downstairs door to get into the library, but who can't use the stairs. This patron calls out Andersen's name and she will help her get the materials she needs. There would also be rooms for study, as well as meeting rooms, which is a request the library receives. The extra space could also be utilized by clubs, reading groups, a STEM lab for children in both public and home school programs. There could also be a benefit to reading programs directed at younger children by having a space for the older children who come along to be able to do something geared more toward them in a different room. Also, it may allow for a non-book collection room for items like cannery tools and cameras.

Councilmember Street asked if Fillmore has something similar. Andersen said it does, and it has worked very well. It's something that could be coordinated with the Extension Service and other agencies in the community.

The giant question of money is the big issue. In speaking with the property owner, Richard Yardley, he said the lease would be approximately $1.25-$1.50 per square foot, and the building is 3,070-square feet. The range is $3,800 to $4,600 per month to lease the building, which is a large number. She said she feels that there are ways to work within her existing budget. The library may need some extra help financially. She said one of her existing staff could go over to the new facility during the day, but one may need to be hired for after school programs. There would also be a need for shelving and furnishings, $3,000-$4,000 for shelving and $4,000-$5,000 to get the needed furnishings. Friends of the Library is willing to help with the shelving and furniture costs.

Leasing would make it so there wouldn't be a need to add on to the library for the time being. It would also give the city a trial run – give it a year and see if it works. If it does or doesn't, it could be reevaluated in a year. She said there are also numerous grants available for collection and technology needs, so the money currently budgeted for those items may be moved over to this project. Utah Schools for the Deaf and Blind may have a use for a portion of the building for classes, so they could possibly be a way to sublease the property. Andersen said she could also approach the County Commission and see if the county would be willing to help as these services would be offered to the entire county. There are also fundraising opportunities as well as the ability to cut back hours at the new branch.

Stephanie Anderson, children's librarian, said she feels something has to give in order for the library to continue to give the services it is giving. This would give an extended use of the current facility.

Councilmember Thompson asked what sacrifices would have to be made in order to stay within the current year's budget. Tiffany Andersen said there are multiple grants, including one for capital improvements. She has also used just 50

percent of the library's allotted building and operations funding at this point in the fiscal year.

City Administrator Michele Jolley said one thing to keep in mind is the cedar shake singles, which look like they are need of oiling soon.

Mayor Burrows said he was looking at the numbers presented. He said it would take approximately $48,000 in rent, another $10,000 in wages, at least $5,000 to $6,000 in utilities. The needed amount would be $64,000-$65,000 just for the new building without the shelving.

Andersen said if there were some state agencies that could rent out some of the rooms in the building, it could result much of the lease cost being covered.

Mayor Burrows said somehow Richfield City would have to come up with at least $70,000 to increase the budget of the library. He asked if Andersen has looked into any of the solutions she's suggested.

She said most state offices are located either in the Wasatch Front or Washington County, so having a space available in the middle of the state could be a good selling point.

Councilmember Hansen said perhaps satellite offices for senators or congressmen may be a good fit for some of the rooms in the building as subleases. It would be a good place to visit with those representatives. Richfield may be able to offer a better deal than some of the other places where those offices currently are.

Councilmember Thompson asked how much would be saved by purchasing it outright. Councilmember Gardner said the lease amount is right about where it should be in the market for commercial space.

Councilmember Hansen said perhaps there is a lease to buy option.

Mayor Burrows said he remembered a conversation where the library's basement could be expanded to the north, with a patio on top. If the city were to put a 60'X60' extension, it would add 3,600 square feet. He said without measuring it, he doesn't know if it would even be an option.

Stephanie Anderson said the library is a historical piece. Doing this would allow for a way to library to expand without damaging the historic nature of the existing building. She said the issue just came up during the last library board meeting, so they are still really in the beginning stages of the discussion.

Councilmember Thomas said he really appreciates the life and energy the board has breathed into the library recently. Richfield really needs to have a larger vision of what a library is. Through his employment, he has been involved with a new library in Roosevelt, and it is really neat to see how involved everyone is with that facility. The library is really a community center. Gives a perspective of what a library can be that this community doesn't have. He said he supports the idea of preserving the current structure, which should remain a priority. In order

to do that, it has to be intentional with money allocated long-term. The other priority is more space. Thomas said he would like to see the city try this.

Andersen said she is scheduled to meet with the county on the Jan. 27 to see if there is something it can do to help out. She said she will pursue state and federal grants and find money, and that she feels very strongly that this should happen. Richfield needs a safe place for kids to come and hang out after school, and there are already several who come in after school and hang out until closing time.

Councilmember Gardner said he likes the idea of testing it.

Councilmember Thomas asked if there is money that could be allocated at from the general fund to this.

City Administrator Jolley said currently the city does not. At this point in the fiscal year, the money has all been allocated, so it would mean taking money from something else.

Andersen said the Friends of the Library can cover the shelving and furnishing, and that it could work even without adding an additional employee. Now that the collection has been contained and managed, she has enough help that some of her people could help in the new facility.

Jolley said there is still the operation and maintenance to consider, such as cleaning the building and the utilities.

Councilmember Thomas said he understands the competing interests, but that the library should be a priority.

Councilmember Hansen suggested that since the city would be a steady and stable income stream, there may be room in negotiation to reduce the lease price, at least initially. The City is in a good negotiation position.

Andersen said she'd asked the owner about when the city would have to commit. She said he has some interested parties, but that he was holding out for the city currently to have some steady and consistent use of the building.

Councilmember Thompson said perhaps the county would be able to help in the process as well.

Mayor Burrows said he feels the county wouldn't be willing to do something that didn't include Salina and Monroe. Councilmember Hansen said Richfield does offer library cards to the other communities. He said it should really be a county library system.

Andersen said the other libraries don't have the funding to be on the same system as Richfield.

Councilmember Thompson said a new library has been on Richfield's list for a long time, but doing so may be detrimental to the future of the current building. The Carnegie building is so important to the community and is such a jewel. If this proposal were to allow the city to move a new library off the list of long-term goals, while preserving the use of it as the flagship library, he is for it.

City Administrator Jolley said this proposal would need some ongoing funding, and the revenue doesn't look like it's going to increase. If it were to be done, she suggested just leasing it until the end of this fiscal year – ending July 1 - and at that point reevaluate it. The volatility of sales tax makes it difficult to predict each month where revenue is going to land. The City will have to take a serious look at the budget to see if it is viable.

Andersen said that would give a better idea of what it would cost.

Councilmember Hansen said it's wise council to do it on a temporary basis and see how it affects the budget. He said timing is very important, and just because a bond for the library failed once doesn't mean it will again. If this is something that is successful, it may be a way to market a future library bond proposal.

Mayor Burrows said he's not opposed to the concept, but he is against taking money out of other department's capital improvement funds. He said he made a goal that if department heads came in under budget, that money would be set aside in their capital improvement funds for future use. They've managed their departments in good faith, and he would not support betraying that faith.

Andersen said she completely agrees with that.

Councilmember Thomas said from what he's seen in Duchesne County, it's a county-wide system and the county supports all of the libraries in the communities. This has resulted in better funding for them. Councilmember Hansen added that Washington County has been a county-wide system for 40 years.

Andersen said currently the Friends of the Library organization is not functioning. The Friends of the Library program would also help add revenue. Friends typically pay a fee for certain perks, and they also volunteer.

Councilmember Gardner said the current building is approximately 2,200 square feet per level. Also, the concept of a stepped-up lease is very common in the commercial world.

Marva Peterson, resident, said she feels that one group – the older patrons – have kind of been left behind with the current library location because of the accessibility issues. By having a branch across the street, it will increase its accessibility to older patrons.

Andersen said currently the ADA entrance is in the children's library, which isn't ideal for older patrons. Moving the children's library upstairs is a concept that hasn't been considered, but may not be ideal as there are often activities that would create noise.

Peterson said there are also lower ceilings, pillars, and less shelving space overall in the downstairs portion of the library.

Mayor Burrows said the council should at least give a consensus of where it would be willing to look at this concept.

Councilmember Hansen said the library board has some autonomy in how it functions, so it would be appropriate to have discussions with the owner of the building. Councilmembers Thompson, Gardner and Street said they agreed. Councilmember Thomas said he feels like if it is started, the city will be able to find the money.

Mayor Burrows said the sales tax numbers make it uncertain as to whether the money would be found for this project.

9. CONSIDER APPROVING THE DOCUMENTS TO REALIGN 1300 SOUTH FROM 100 EAST TO ANNABELLA ROAD - Micklane Farmer, engineer from Jones & DeMille, explained that the county has purchased the right of way for 1300 South. The county has applied to joint highway committee for funding for development of the road in the 2028. Hopefully they will hear back on it in March. The City, the County and the Utah Department of Transportation are working on a project to empty a debris basin north of town and are looking for a place to put the material. This would be a great candidate for placing of that material. At this point the effort to design the road is underway. One of the property owners wants to change his mind on where the road crosses his property. Marvin Bagley originally wanted the road to run along the north edge of his land. However, he's decided it would be more advantageous if it would bisect his property and run through the middle of it. It will result in a straighter road. The city owns some parcels affected by the road, but changing the curve of the road, it would require less of the city's property. In order for this to happen, the county would deed back the property to the city has already given to the project. Then the city would deed a new, smaller parcel to the county for the new alignment. Mayor Burrows asked if it would affect James Allen's property. Farmer said it would not. Taking the radius out of the road would improve the project, said Councilmember Hansen.

   Motion: Approve the documents for the modifications to the alignment of 1300 South, **Action:** Approve, **Moved by** Tanner Thompson, **Seconded by** Elaine Street.

   Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5).

   Yes: Brayden Gardner, Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson.

10. PUBLIC HEARING TO RECEIVE COMMENTS ON THE 2024-25 BUDGET AMENDMENTS.

    Mayor Burrows opened the hearing at 8:13 p.m.

    Financial Director Rob Jenson stated that the city needs to amend the budget and the carry over from last year. Essentially the city needs to amend its budget and allocate some carry over from the previous fiscal year into the current fiscal

year. The majority of it will cover two items. First, the City needed to come up with some money to match the grants for the pool replacement project – some $1.3 million. There was also a micro surfacing project that was not completed by the end of the last fiscal year. It has since been completed at a cost of $918,000. Now that it's done, the city has to reallocate the funds to pay for it. It is not extra money. This is a way to just clean up the budget and keep the City in compliance. Hearing no comments from the public, Mayor Burrows closed the hearing at 8:15 p.m.

11. CONSIDER A MOTION TO OPEN AND AMEND THE 2024-25 BUDGET AS DISCUSSED. - **Motion:** Open the budget and approved the proposed amendments. **Action:** Approve, **Moved by** Kip Hansen, **Seconded by** Kendrick Thomas.
Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5).
Yes: Brayden Gardner, Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson.

12. OTHER BUSINESS -
Financial Director Jensen provided some information about the library budget. In 2022 the library budget was $146,000. In 2023, it increased to $162,000. In $2024 it grew to $175,000, and this year it was increased to $194,000. He said in his opinion, running the numbers the increase to the library budget would be $80,000 to $100,000 for the proposed lease of the neighboring property. He said he has been crunching numbers on this for a week to try and figure out how it would fit into the City's budget. As far as the temporary wages, at approximately midway through the fiscal year, the library's temporary wages have been nearly maxed out. There was some $40,000 in temporary wages budgeted, and of that $38,000 has been spent. With that in mind, even if there is a way to fund it, it would leave nothing in reserve if something were to happen such as a mechanical breakdown. There is only $5,000 set aside for capital improvement at the library.
Mayor Burrows said much of the money in play is grant funds that have to be spent for specific purposes. He said everything the City does is a good project – but there are limitations to the budget. Realistically, it would be at least $7 to $8 million to build a library.
Councilmember Thompson said if the City could come up with the $100,000 a year, it would punt the $8 million project down the road for the foreseeable future.
City Administrator Jolley said libraries have changed a lot, as have their purposes. All the things the librarian spoke about tonight, such as the STEM lab, are things libraries didn't offer 20 years ago. That's what the younger generation

expects, and in 20 years the expectations may change again. As things shift, the Carnegie library may once again meet the expected needs better in the future.
Councilmember Hansen said it may be easier to sell a new library bond and build a new facility rather than a stop gap solution. Maybe what is needed is a new, proper library.
Mayor Burrows said one idea would be to put the library in the old Elks' Lodge the city owns, but that may kill the usage of it because its so far out of the way. The City needs to be careful in what it does.
Councilmember Hansen said he served on the Cedar City Council when it built its library on the park. At the time it was 15 times better than was previously available. Cedar was able to sell the bond easily. It's not off the table, and timing and salesmanship are important factor. If not for the location of the Yardley building, this discussion wouldn't be had.

Police Chief Trent Lloyd discussed the City's dog vaccination clinic. Last year 14 dogs were licensed during the clinic out of the 200 licensed animals. He suggested doing away with the clinic due to the lower number of people taking advantage of it at this point. Another idea would be to reduce the cost of a dog license by half for the one day. Other towns have eliminated it. He said it's a waste of money for his department. Licenses have gone up, as people are forced to get them in order to get their dogs out of the pound.
Mayor Burrows said it would be fine with eliminating it.
Chief Lloyd said that his department's case numbers were down for the first time in eight years. The Sevier County Sheriff' Office was down about 7 percent, which is approximately 700 case numbers. For Richfield it was approximately 8 percent down.

Councilmember Thomas asked if there were any updates on the pool project at this point.
Mayor Burrows said the contracted firm is in the process of designing the pool.
Councilmember Thomas asked what involvement the council will have, at least in being able to review the schematic plans and costs. He said he feels the council will be held accountable, and would like to see the design before it's approved.
Administrator Jolley said it would still need to have the features presented to the CIB in the final design.
Councilmember Thompson said if the City blows it, people will be angry at the council. He just wants to make sure the council is getting information along the way. He said he gets asked about it.
Administrator Jolley said the firm has been awesome, using its experience to keep costs down. As the design process moves forward and there is more

concrete information to present, it will be presented to the council. One thing they are doing currently is making sure all the features proposed fit into the sprung structure.

Councilmember Thompson said he would love any input as the project progresses.

Mayor Burrows said the City has hired a firm to do it, and has to let them do it at this point. As details are developed, they will become available to the council.

Councilmember Hansen said all he has heard is positive feedback that the city is building a proper pool facility. Councilmember Thomas said he just doesn't want to see it all designed and put to bid before the council has a change to review it.

Mayor Burrows said the City is light years ahead of where its been for a long time when it comes to this project.

Administrator Jolley said one idea that has been proposed in addition to the slides and other play equipment is a rock wall along one side. However, the process is not to a point where there is much information to share.

It will be a Myrtha pool, which is top of the line, under a sprung structure and it won't increase people's taxes, Mayor Burrows said.

The completion date is tentatively set for May 2026.

13. MEETING ADJOURNED - **Motion:** Adjourn the meeting, **Action:** Adjourn, **Moved by** Tanner Thompson, **Seconded by** Kendrick Thomas.

    Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5).

    Yes: Brayden Gardner, Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson.