

A large, light gray circular logo is centered on the page. Inside the circle, there is a stylized landscape. The top half features a light blue sky above a range of pinkish-red mountains. The bottom half shows a white silhouette of a cow standing in a field, with a smaller white silhouette of a person standing next to it. The entire logo is semi-transparent, allowing the text to be visible through it.

# **2020 Water Conservation Plan**

## **Richmond City**

90 South 100 West

Richmond, UT 84333

Date: September 22, 2020



## Contents

Description of Richmond City and Its Water System.....	1
Purpose.....	1
Council Approval.....	2
Population .....	2
Total Culinary Water Connections .....	3
Total Culinary Water Supply .....	4
Projected Needed Supply .....	5
Current Per Capita Per Day Usage.....	5
Conservation Goals .....	5
Replacement of meters with new, radio-read meters.....	5
Current Culinary Water Price Schedule.....	5
Current Water Conservation Plan .....	5
Active conservation measures currently in place.....	5
Water Conservation coordinator .....	5
Proposed Best Management Practices .....	5
Map of Service Area .....	6
Summary .....	7
Secondary Water .....	7
FINANCIAL CONSIDERATIONS .....	7
PROJECTED NEEDS .....	7
CONSERVATION .....	8
References.....	9



# Description of Richmond City and Its Water System

## **Purpose**

Richmond, Utah, located in Cache Valley along US Highway 91, approximately 4 miles from the Utah/Idaho border, has a population on the rise. As of 2020, Richmond City's population is estimated at 2,800, consisting of approximately 849 housing units. The average household includes 3.2 people, with 76% of households being comprised of families. From 2009 to 2018, Richmond City gained around 281 new residents. The data show an 11.5% growth rate for those nine years. Estimates anticipate growth will continue at approximately 15% per decade into 2030, which would add at least 300 more residents by that time (David Eccles School of Business/ The University of Utah, 2018) (US Census Bureau, 2020) (Bear River Association of Governments, 2019).

Richmond is getting slightly older and more diverse. If Richmond City follows the trends of Cache County as a whole, those 55 and older will become a more significant portion of the total population by 2035. In Cache County during the year 2018, older adults made up 13.7% of the total population. By 2035 they are expected to make up 16% of the total population; by 2065 they will likely make up 18.2%.

Additionally, Richmond City is slowly becoming more diverse. Minority groups, which made up around 10% of the population in 2000, now make up over 16% of the population. Of that, those with Latino origins are leading all minority groups as of 2017 at 10.5%. Future housing will need to address the unique character of residents, including the growing number of older adults and Latinos.

This water conservation plan is to identify conservation opportunities that align with Richmond City's conservation goals. Richmond City is a community of 2,800; with projections as high as 4,754 residents by the year 2060, water conservation is even more critical in mitigating the demand on Richmond City's water system (Bear River Association of Governments, 2019).

## Council Approval – September 22, 2020

### Population

Richmond's population as of the 2010 Census was 2,470. It is not easy to offer a projected estimate of our future population with any degree of accuracy. Richmond City does not actively seek annexation of additional lands; much of the eastern portion of the current city limits is on a hillside too steep to develop safely and has limited availability to supply culinary water. With these factors in mind and considering that the Governor's Office estimates have consistently been much higher than actual numbers, we submit the following growth figures based on the historic 11.5% growth that Richmond has experienced over the past 10 years (David Eccles School of Business/ The University of Utah, 2018).

Historic Calculation	
Year	Estimated Population
2020	2,836
2025	3,025
2030	3,226
2035	3,441
2040	3,669
2045	3,903
2050	4,158

Richmond realizes that it is only a matter of time before the city sees an increase in growth. As the Wasatch Valley's growth continues to move north into Cache County, the increase will push into Richmond and the neighboring areas. Based on the David Eccles School of Business/University of Utah the growth rate for Cache Valley is 1.8%, population projections show an increase to 4,843 by the year 2050 (David Eccles School of Business/ The University of Utah, 2018):

Kem C. Gardner Policy Institute	
Year	Estimated Population
2020	2,836
2025	3,101
2030	3,390
2035	3,706
2040	4,052
2045	4,430
2050	4,843

## Total Culinary Water Connections

As of December 31, 2019, Richmond services 880 total water connections (Utah Division of Water Rights, 2020):

Year	Residential	Commercial	Industrial	Institutional	Total Connections	ERC Value
2019	830	28	4	18	880	1870
2018	826	28	4	18	876	2011.98
2017	840	25	1	4	870	2401.72
2016	799	24	2	15	840	1276.18
2015*	770	24	2	9	805	2260.34
2014	747	16	2	9	790	2825.62
2013	749	14	2	9	789	2436.4
2012	741	22	1	9	787	3658.28
2011	729	21	2	9	775	2023.75
2010	726	21	2	9	772	2092.32
2009	736	21	2	8	781	2073.03
2008	727	17	1	8	770	2131.12
2007	717	17	1	8	757	1333.8
2006	667	19	1	8	707	1117.91
2005	658	17	1	9	694	3798.09
2004	648	18	1	9	685	1903.37
2003	617	19	0	8	649	1940.81
2002	615	17	0	7	656	3146.6
2001	660	17	0	6	686	3464.25
2000	594	11	0	6	612	1511.38
1999	550	37	10	5	603	980.26

\*Information on Utah Division of Water Rights is incorrect so this year's data has been adjusted to reflect the accurate number of hook ups.

## Total Culinary Water Supply

Richmond's culinary water supply is from a series of springs and two wells, one well of which is for emergency use only and the other as the city's supplemental well (Utah Division of Water Rights, 2020).

Year	Status	2019	2018	2017	2016	2015
Boulder Spring		0	0	0	0	0
Cherry Canyon Springs (WS001)		740.41	722.32	658.54	651.24	675.03
Cherry Creek Well		597.74	171	349.05	28.72	0
City Canyon Springs (WS002)		75.52	72.59	72.81	81.28	67.76
Dairy Well		0	0	0	0	31.89
Pine Spring		0	0	0	0	0
Ranger Spring		0	0	0	0	0
Existing 12', 150 feet deep Well	Inactive	0	0	0	0	0
Proposed Well (8', 150' to 450')	Inactive	0	0	0	0	0
Proposed Well 2 (8', 150-450')	Inactive	0	0	0	0	0
Spring	Inactive	0	0	0	0	0
Surface Source	Inactive	0	0	0	0	0
Well (16')	Inactive	0	0	0	0	0
Total Per Year		1,413.67	965.91	1,080.40	761.25	774.68



**Projected Needed Supply:** 885,531,000 gallons

**Current Per Capita Per Day Usage** (GCPD): is approximately 291.9 gallons based upon total usage. Richmond hosts two public schools as well as high-use industrial and agricultural users. Looking at only residential users, the GCPD is 122.9.

**Conservation Goals:** meter all the currently un-metered water used by the city and continue to maintain all meters and keep them in good working order. Richmond has replaced and upgraded meters as needed and as budget allows. Richmond has updated all touch read meters to radio-read meters.

**Replacement of meters with new, radio-read meters:** Richmond has replaced 100% of the old-style touch read meters to radio-read meters. In 2019 Richmond switched from the positive displacement meters to velocity meters to capture water usage at lower flows.

**Current Culinary Water Price Schedule:**

Usage	Amount	Price
Residential/Commercial	Base 10,000 gallons	\$60.00*
Residential/Commercial	10,001 – 100,000	\$1.00 per 1,000 gallons
Residential/Commercial	100,000+	\$2.00 per 1,000 gallons

\*Per ordinance, the base rate is increased by \$1.00 annually on July 1<sup>st</sup>.

**Current Water Conservation Plan**, as per Ordinance 2014-6, seems to be working as anticipated since we have seen the GPCD drop from 127 to 123.

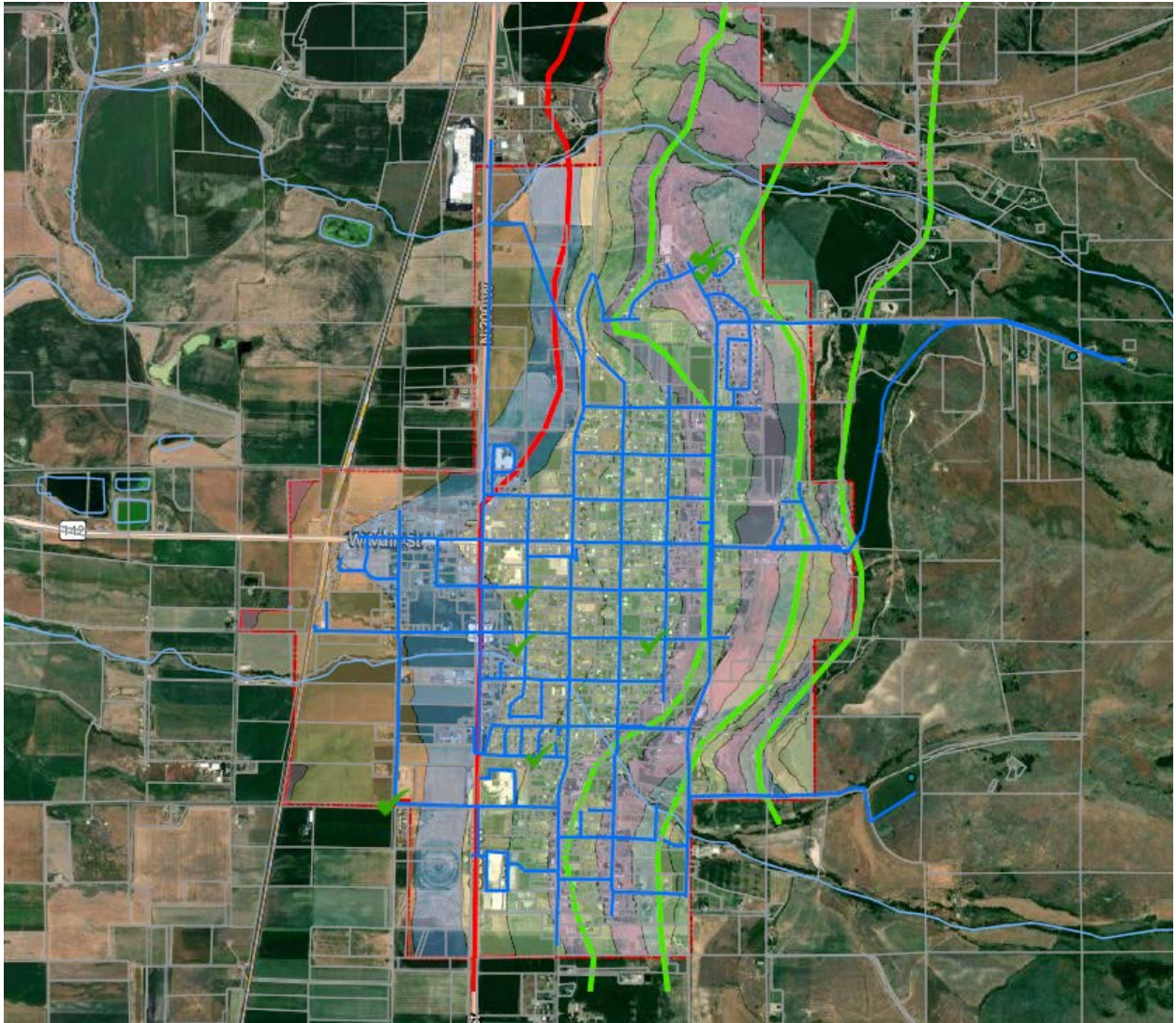
**Active conservation measures currently in place** consist of educating the public to water during nighttime hours and water-wise landscaping ideas through the utilization of the city newsletter, city website, and social media.

**Water Conservation coordinator:** Richmond does not have a specified Water Conservation Coordinator on staff. Richmond has minimal staff, and therefore the City Administrator is acting as the *ad hoc* coordinator without appointment.

**Proposed Best Management Practices:**

- Radio-read meters will be added to current un-metered users, primarily City facilities.
- Continue efforts to resolve secondary water share attachments to specific properties through the Richmond Irrigation & Power Company.
- Richmond will continue active efforts to move toward “purple pipe” effluent water from our Membrane Bioreactor (MBR) wastewater treatment plant into the culinary water system via water swap with the Richmond Irrigation Company (Utah Department of Natural Resources, 2017).

## Map of Service Area



## Summary

- The Richmond City Culinary Water system services residences, public schools, businesses, public buildings, and agricultural endeavors within the city limits. The delivery system was essentially replaced in a 1993 water project with a second major water project 2012 to 2015.
- The City Maintenance Department consists of an entire staff of three full-time and one part-time member. They are responsible for all infrastructure and surface (lawns, buildings, streets, roads, sidewalks, water, wastewater, etc.) maintenance requirements and are not dedicated to only culinary water support.
- We follow all best management practices feasible considering our size, staffing limitations, and financial obligations.
- A chlorine-gas system is used for disinfection, and Richmond does not utilize any fluoridation. Chlorine residuals are measured a minimum of three times per week in a minimum of three separate and disparate locations.

## Secondary Water

- The Richmond Irrigation & Power Company, a private company, is the sole proprietor of a combination canal/pressurized pipe secondary water system which services a large area, including Richmond City. The city owns 80.5 shares in the Richmond Irrigation & Power Company, but this is an insignificant number compared to the typical outlying farmers. They may hold shares in the mid- and high hundreds of shares.
- Richmond City endeavors to develop means by which irrigation water remains associated with land being developed by residential development; however, Richmond Irrigation & Power Company bylaws place considerable restrictions on what the city can do. An on-going dialogue continues on this issue but the City cannot take into consideration secondary water application when computing our future water availability, demand, and conservation (Richmond Irrigation Board, 2018).

## FINANCIAL CONSIDERATIONS:

- Richmond City is essentially “maxed out” in the area of funding. Federal and State mandates over the past ten years have placed the City into a position where we are paying off approximately 10 million dollars in bonds - half of that amount being for a water improvement project related to adequate fire flow. The balance of our financial obligation is for a mandated wastewater treatment plant (MBR) that has been online for 10 years. Keep in mind that these financial obligations are applied to a current population of 2,800 people with approximately 880 water hook-ups.
- One of the real problems facing Richmond is how to encourage the conservancy of water while still selling enough to generate the funds to pay off our obligations

## PROJECTED NEEDS:

- Richmond City tasked our contract engineering firm, J.U.B. Engineers, Inc., to conduct a study and develop a Water Master Plan. Under this plan, Richmond will be close to our buildout limit by 2040 (J.U.B. Engineers, Inc., 2011).
- Recognizing such planning is “looking through a crystal ball darkly” at best, Richmond estimates that by 2040 the service area would require 2,808,000 gallons of culinary water per day on average, with a peak service demand of 5,616,000 gallons of culinary water per day. These figures assume that all future outdoor watering will be through secondary irrigation water, which is a risky presumption at best.

## CONSERVATION:

- Richmond City, on an annual basis, places water conservation notices in *The Richmond Record*, a local newsletter that emailed and posted online monthly. We often refer to the study conducted by Utah State University’s Water Laboratory, which lists the optimum watering for this area over the regular watering season (Utah State University, n.d.).
- We consistently request that citizens NOT use culinary water out of doors between the hours of 10 a.m. and 6 p.m. That being said, it is challenging to effectively monitor compliance to this request since the Richmond Irrigation & Power Company water turns are on daily or partial day usage resulting in citizens using the secondary water during the heat of the day since that is their “turn.” Anyone familiar with the history of water usage in Utah since 1847 is conversant with the issue.
- The issuance of this plan is a “best-effort” situation. Still, it should be noted that the introduction of a significant industry or other business can drastically change the dynamics involved in developing our “best estimate, best goal” work.

## References

- Bear River Association of Governments. (2019). *Richmond City Moderate Income Housing Plan*. Richmond: None.
- David Eccles School of Business/ The University of Utah. (2018). *State and County Projections*. Retrieved from Kem C. Gardner Policy Institute: <https://gardner.utah.edu/demographics/population-projections/>
- J.U.B. Engineers, Inc. (2011). *Richmond City Culinary Water System Master Plan*. Logan.
- Richmond Irrigation Board. (2018). *By Laws and Rules and Regulations*. Retrieved from By Laws and Rules and Regulations of Richmond Irrigation and Power Company: <https://richmondutah.org/pdf/RIC/2018-bylaws.pdf>
- US Census Bureau. (2020). Retrieved from Go To Data: <https://www.census.gov/data.html>
- Utah Division of Water Rights. (2020). *Public Water Supplier Information*. Retrieved from Richmond City: [https://www.waterrights.utah.gov/asp\\_apps/viewEditPWS/pwsView.asp?SYSTEM\\_ID=1245](https://www.waterrights.utah.gov/asp_apps/viewEditPWS/pwsView.asp?SYSTEM_ID=1245)
- Utah State University. (n.d.). *Water Resources Engineering*. Retrieved from Utah State University Utah Water Research Laboratory: <https://uwrl.usu.edu/water-resources/index>



**RICHMOND CITY CORPORATION**  
**ORDINANCE 2020-16**

WHEREAS the City of Richmond is required by the State of Utah to establish a water conservation plan,  
and

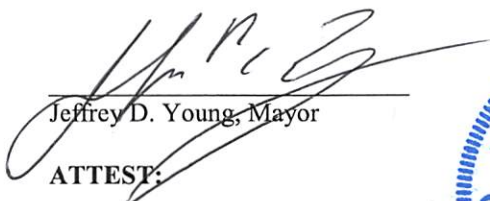
WHEREAS the provisions of such a plan must be implemented by the City, and WHEREAS enforcement  
of such provisions are a necessary part of ensuring compliance, NOW THEREFORE the City Council of  
Richmond City, County of Cache, State of Utah, hereby adopts, passes, and publishes the following:

**AN ORDINANCE ESTABLISHING A WATER CONSERVATION PLAN  
DEALING SPECIFICALLY WITH CULINARY WATER WITHIN THE  
RICHMOND, UTAH, CULINARY WATER SYSTEM.**


- A. A document entitled *Water Conservation Plan* has been generated in accordance with the applicable laws of the State of Utah.
1. Said plan has been reviewed and is herewith approved by the Richmond City Council.
  2. The plan is attached to this Ordinance and, unless otherwise changed by the Richmond City Council, shall remain in effect until December 31, 2025.
- B. Upon passage of this ordinance, Richmond City Ordinance 2014-6 is hereby declared historic.

ADOPTED AND PASSED by the Richmond City Council on this 22nd day of September, 2020.

**RICHMOND CITY CORPORATION**

  
Jeffrey D. Young, Mayor

ATTEST:

  
Justin B. Lewis, City Recorder



**RICHMOND CITY CORPORATION**  
**90 South 100 West**  
**Richmond, Utah 84333**

**AGENDA**

Public Notice is given that the Richmond City Council will meet in a regularly scheduled meeting at **90 South 100 West**, Richmond, Utah, on **Tuesday, September 22, 2020**. The meeting will begin at 6:30 P.M.

Welcome and Opening Ceremonies by Tucker Thatcher.

1. Approval of the city council meeting minutes from the two meetings held on August 25, 2020
2. Deputy's Report
3. Discussion with CAPSA regarding programs and services they offer.
4. Discussion with J-U-B Engineers on water sampling and testing.
5. Discussion with representatives of SodaVine on the possibility of leasing the city owned property at approximately 200 West Main on a long term basis.
6. Public Hearing on Ordinance 2020-15, an Ordinance adding in its entirety Chapter 12-800 "Zoning Establishment", Part 12-805 "Supplementary and Qualifying Regulations", Section 12-805-19 "Retaining Walls".
7. Discussion and possible vote on Ordinance 2020-15.
8. Discussion and possible vote on Ordinance 2020-16, an Ordinance establishing a Water Conservation Plan dealing specifically with culinary water within the Richmond, Utah culinary water system.
9. Monthly financial review with discussion and decisions as necessary.
10. Council Member Reports
11. Mayor's Report

Pay Bills

Adjourn

**\*\*\*Items on the agenda may be considered earlier than shown on the agenda.\*\*\***

In accordance with the Americans with Disabilities Act, individuals needing special accommodation for this meeting should contact the City Office at (435) 258-2090, at least three (3) days before the date of the meeting.

**RICHMOND CITY COUNCIL**

**SEPTEMBER 22, 2020**

The regular meeting of the Richmond City Council was held at the Park Community Center located at 90 South 100 West, Richmond, Utah on Tuesday, September 22, 2020. The meeting began at 6:30 P.M.; Mayor Jeffrey Young was in the chair. The opening remarks were made by Tucker Thatcher.

The following Council Members were in attendance: Tucker Thatcher, Cheryl Peck, Kelly Crafts, Lyle Bair, and Terrie Wierenga.

City Administrator Jeremy Kimpton, City Recorder Justin Lewis, Librarian Lora Smith, City Engineer Darek Kimball, and City Treasurer Christine Purser were also in attendance.

**VISITORS:** Ron Natali, Marilyn Natali, Bryce Lancaster, Brian Hall, Justin Curry, Robyn Eastin, Eric Eastin, Todd Beutler, Craig Wright

**APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM THE TWO MEETINGS HELD ON AUGUST 25, 2020**

**LYLE:** I will abstain from the vote where I was not in attendance at the meetings.

\*\*\*A motion to approve the city council meeting minutes from the August 25, 2020 City Council meeting was made by Tucker, seconded by Terrie, and the vote was unanimous.\*\*\*

Yes Vote: Thatcher, Peck, Crafts, Wierenga

No Vote: None

Abstain: Bair

\*\*\*A motion to approve the property tax hearing city council meeting minutes from the August 25, 2020 City Council meeting was made by Tucker, seconded by Terrie, and the vote was unanimous.\*\*\*

Yes Vote: Thatcher, Peck, Crafts, Wierenga

No Vote: None

Abstain: Bair

**DISCUSSION WITH CAPSA REGARDING PROGRAMS AND SERVICES THEY OFFER.**

**BRYCE LANCASTER:** I work in the education department for CAPSA. I am visiting local city councils. We want to let you know what we are seeing regarding domestic violence since the Coronavirus has come along. I will also discuss our main services. Our statistics are comparing last year versus this year. Our crisis phone calls are up 110% which means we receive over 1,000 calls per month. We are happy people are willing to call. Most times people call because it has been recommended by a child or friend. They want to discuss if they have a problem and if they really need help. Casework sessions are up 42%. Most of the sessions are being done online. It is easier to meet this way. It is difficult in a home where there is a dangerous situation or no internet. The virus has caused an economic crisis for some families which is a first for most people. People feel like they are losing control. There are also a lot of manipulative relationships which have now escalated. People are more desperate now, and the situation has become dangerous. We are happy people are willing to attend the sessions but not happy there are so many cases of abuse. Emergency shelter clients are up 60%. People are not staying with us as long as in the past. Most situations have become more dangerous. Most come for a week or only a few days. At that point, they have usually found family or friends who can help them out long term. We have a zero turn away policy. If our facility is full, we find people a place to stay, mostly in a hotel if needed. We have to spread people out because of social distancing. It is not a cheap option, but it makes sure people stay safe. Therapy sessions are up by 22%. People are trying to figure out how to be safe. One issue of doing things online is trying to help people with suicide issues. More people are attending meetings than in the past. We have learned how important telecommunicating is and will continue to offer this service long term. People are experiencing abuse for the first time. A lot of people are starting to realize what abuse is as well. Many people have been in an abusive or manipulative relationship for a long time and are just realizing it.



A big thing is when friends recommend a person get some help. We are looking for ways to share our information. Advertising is very helpful. Facebook and other areas work great. We can do presentations as well. We do presentations on how to recognize abuse and how to effectively help someone who is being abused. Some people are not sure what to say to their friends.

**TERRIE:** I have a link to the CAPSA website on our website already. Do you want a link to your Facebook page on our website as well?

**BRYCE:** Yes. We share all of our events through Facebook. We do that so people can share the events with their friends as well.

**MAYOR:** CAPSA has been involved with the city for many years. A few months ago, I encountered a bad situation. We saw a person running down the road. She had a partly broken arm. She did not have the heart to turn the person in because he would lose his job and go to jail. Her state of mind was different than I had experienced. She was not aware of CAPSA. It was my first opportunity, outside of helping as a mayor, to be involved in something like this. I was able to call and talk to someone at CAPSA. We then took her to a hotel. I was impressed with the setup. It is very confidential. We helped her get her stuff in the building, and then she was taken care of and we left. From the phone call until we had her a hotel room to stay in was less than an hour. A therapist immediately contacted her and set up two therapy sessions.

**BRYCE:** We have developed a good process over time. It is why we have been able to handle the recent increase in caseload. Sometimes it is hard for people to rationally assess their options. Some people save money and make a plan to leave. Others just leave instantly. The zero turn away policy is very helpful. Thank you for your willingness to help that lady.

**MAYOR:** What is the percent of employees versus volunteers?

**BRYCE:** There are 54 full-time employees and around 125 volunteers. About 75 of the volunteers are currently actively helping out. We cannot function without volunteers. About 55-70% of our costs are funded. The balance of the expenses are paid by donations. We also help in the Preston, Idaho, area as well as Rich County.

**MAYOR:** You have a very smooth system. Everyone knows what to do when a phone call is placed. It would be interesting to see how much demand for your services has increased over time.

**BRYCE:** I think we are starting to meet the demand which has been here the entire time. We have just grown to the point where we can handle it. Many people experienced problems in the past but never asked for help. People are starting to ask for help.

#### **DISCUSSION WITH J-U-B ENGINEERS ON WATER SAMPLING AND TESTING.**

**CHRISTINA OSBORN:** I am a project engineer for J-U-B Engineers. I will be talking about corrosion control. Here are some questions I will answer. Why is corrosion a concern? What has the City/J-U-B been doing? What are the next steps? The two maps you are reviewing show sampling results. The map on the left shows copper test results and the homes which have a problem. The map on the right shows lead test results and the homes which have a problem. The homes which are out of compliance have levels which exceed the amount allowed by the EPA (Environmental Protection Agency). The concerns are mainly in the northern part of the city. The EPA has specific rules regarding lead and copper. The city is required to test the culinary water from a certain percentage of homes within the system. This includes homes and businesses. There are 20 test sites. The data over the last couple of years has been reviewed and compiled. Why are homes tested? Because that is how the rules are written. What has the City/J-U-B been doing? J-U-B has worked with the city to develop a corrosion control plan which has been submitted to the DDW (Division of Drinking Water). A sampling plan has been implemented by the city and submitted to the DDW. A technical memo with results and analysis of the sampling data, results, and analysis was created from the modeling of the data. This is the data analysis and modeling technical memo submitted to the DDW. A technical memo with recommendations on a solution to implement to address the corrosion problem was created and submitted to the DDW. The corrosion control plan is a seven step process. Items 1 (Data Collection/Sampling), 2 (Data Analysis and Modeling), and 3 (Target Source Identified) have been completed. Items 4 (Bench/Pilot Testing) and 5 (Corrosion Control Technology Design and Permitting) are currently underway. Item 6 is the construction part of the project. Item 7 is the testing and validation portion of the project after the project has been completed. The EPA has a lead and copper guidance manual we follow. What is the recommendation? The problem is the Cherry Creek Spring water is slightly corrosive. The solution is to implement a chemical injection system to adjust the PH and alkalinity resulting in less corrosive water. Where the spring water is combined with well water, it makes the issue more complicated not simpler. What are the next steps? Continue working with the DDW. Continue bench scale testing. Put together a bid package with the plans and specifications for the chemical injection system. Design a method for ongoing testing. Two different chemicals will be tested. There are many

Richmond City Council Meeting Minutes, September 22, 2020

providers who install the needed system. The idea is to form a seal in the pipe, not corrode it. What is the schedule? Continue benchmark testing from September through November. Develop a bid package from October through December. Go to construction in January. Post construction monitoring at that point.

**TERRIE:** You mentioned using Ortho Phosphates. I am happy that is not our first option. I have done some reading, and they will leave white scale on pots and pans.

**CHRISTINA:** It will affect your sewer system as well. Only small doses of chemical will be put into the system, and they will be adjusted. We will do testing of spring and well water at a 50/50 mix. We are hoping to only use one chemical if possible. We don't want to change formulas when the well kicks on.

**TUCKER:** I assume the water from the well and spring will be mixed, and then at that point it will be treated?

**CHRISTINA:** Yes. The results will be confirmed in a lab. We understand one large user is not using as much water now, so the well is not being used as much as in the past. This will be a factor in our plan.

**MAYOR:** What is the cost?

**CHRISTINA:** We have included the initial capital cost as well as operation and maintenance costs long term. Right now, we only have rough estimates, as we are still not sure which chemicals will be used. We are basing the information on other projects I have worked on. I think you will be able to buy the chemicals from local supplier Thatcher Company. We will continue to refine the cost of the project. The probable construction cost for 2021 is \$99,040. The intent would be to do the engineering this year and the construction project next year. I think \$99,040 is a high number. I think it should come down, as we get more information. The probable long term yearly maintenance and repair cost is \$22,046. We are still refining chemicals and dosages. The equipment you install should last for about ten years.

**JEREMY:** Is there a deadline for completion for this project? How long can we postpone, if needed, because of financial constraints?

**CHRISTINA:** The city has made reasonable progress to collect the data. We have been doing that about every three months. The city gathers the information and we compile it. The DDW wants to see continued progress.

**MAYOR:** We operate on a fiscal year budget and this is not something we budgeted for. Is it going to be a big deal if we have to delay construction of this project for six months? We could let the state know our plan. We are trying to be reasonable to correct the issue and be fiscally responsible at the same time.

**CHRISTINA:** Are you talking the construction portion of the project only?

**JEREMY:** Yes.

**CHRISTINA:** I don't think that is unreasonable. We will need to continue the testing.

**MAYOR:** It will be hard to do construction in Cache Valley in January anyway.

**JEREMY:** We can review the numbers and our budget and determine the timeline we can meet.

**MAYOR:** I am going to have Jeremy explain what brought this about. It is a mandate from the state. Jeremy has spent a lot of time on this issue.

**JEREMY:** It is a mandate from the EPA. Only "X" amount of homes are allowed to exceed the limits. We have exceeded the limit. In 2018, the state asked us to address this issue because we continue to exceed the limit. All of this is required by the EPA and overseen by the state. This will be an ongoing process to continue working with the state.

**MAYOR:** There are many ways to do testing. The tendency is to flush the lines and then test the copper water lines. This will lower the results of the test. That is not how it is supposed to be done. We have been borderline for a long time on needing to address this issue. Now, we have to address it. It is time for us to resolve the issue. We have more corrosive water than is allowed. People are on edge and concerned when they hear about drinking water because of the problems in a city in Michigan. We don't want to skirt the system. We want to be proactive.

**JEREMY:** The issue with the city in Michigan made the EPA step forward to resolve issues. When the threshold is hit, cities must act. Fines are implemented if the issue is not resolved.

**MAYOR:** Today was just an update on the situation. We will get more information as this process moves forward. We will come up with a timeline and adjust as needed. Thanks to J-U-B. The staff will have to be trained on this new system as well.

**JEREMY:** It is a two day event when we have to do sampling. It has been a big task. We have to sample twice per year when not in compliance. Once between January and June and then again between July and December.

**TERRIE:** Once this system is in place, it runs well.

**MAYOR:** We have to deal with these things as they come along. When I first came on the council, we had about 800 connections needing to pay for a \$6,000,000 sewer plant. Then a few years later, we had to do a new water tank at over \$5,000,000. Right now, we are at about 860 hookups. A community just north of us, that is smaller than we are, is getting ready to do water and sewer projects totaling around \$12,000,000 to \$13,000,000. Logan and six other communities are working on a new sewer plant which will cost around \$116,000,000.

**DISCUSSION WITH REPRESENTATIVES OF SODAVINE ON THE POSSIBILITY OF LEASING THE CITY OWNED PROPERTY AT APPROXIMATELY 200 WEST MAIN ON A LONG TERM BASIS.**

**BRIAN HALL:** I want to put a soda shop on your corner. I want to lease the property. We want to put a 1950's style shop. It is a good location. I have brought the founders of SodaVine here tonight. The Easton's have been operating in Rexburg, Idaho, for six years. They also have a shop in St. Anthony, Idaho, as well. The Coronavirus has actually helped our business. We sell more than soda. There are pretzels, gelato, custard, malts, shakes, frosted lemonades, Italian sodas, cookies, hot chocolate, and more. We want to come to Utah. We want to lease your land. We would need to bring in a modular building. It would not be a permanent structure. It could be permanent, or we could move it if needed.

**TUCKER:** How big would the building be?

**BRIAN:** About 30 feet by 40 feet.

**TERRIE:** Where would you enter the property?

**BRIAN:** From the north entrance.

**CHERYL:** Would you offer drive through service only?

**BRIAN:** We would have a small dine in area. There will be two windows. Most of the business would be window business. We would have a small café. There are 35 seats in the Rexburg shop and 12 in the St. Anthony shop. I met with Darek to address his concerns. His main concern is the drive through and traffic flow. A concern is how close the north entrance is after turning off the highway.

**DAREK:** Sight distance cannot be blocked. You might have to allow people to exit by only allowing a right turn. The intent would be to enter the parcel and go west to get around the building and then go to the east side of the parcel and then as you exit turn right.

**BRIAN:** We could add some signage for right turns only. Does traffic backup at the signal light?

**CHERYL:** Yes.

**BRIAN:** Our main advantage is we are a family type business with a 1950's theme.

**TUCKER:** Do you intend to pave the area?

**BRIAN:** Not upfront. It would stay gravel to start. We do have asphalt at our other two buildings. Is the gravel a problem?

**TUCKER:** I am not sure how well it would do in the winter months.

**BRIAN:** We would remove the snow and keep the area clean. I am sure the gravel would be pushed around when we remove the snow.

**MAYOR:** Where would you put the snow?

**BRIAN:** I would expect in the northwest corner of the lot by the fence.

**TERRIE:** Road salt will damage our grass and trees. Parking is a concern. People will turn left exiting the parcel even if there is a right turn only sign. How far does UDOT (Utah Department of Transportation) own east of the highway?

**JUSTIN:** I think about half a block.

**TERRIE:** This request needs to be reviewed with UDOT. I can see some issues. I don't want to see the accident rate at that intersection go up.

**MAYOR:** I think UDOT owns almost to the parcel the stake center is located on.

**TERRIE:** I am not sure how setbacks apply to a semi-permanent building.

**TUCKER:** That is my concern as well. I am not sure how setbacks apply to a modular building.

**TERRIE:** We have setbacks in all zones.

**BRIAN:** What does that mean?

**TERRIE:** It means a building needs to be "X" number of feet away from each side of the parcel.

**MAYOR:** I am not sure if there is an exception for a temporary building or not.

**TUCKER:** The building will need to comply with our current zoning.

**TERRIE:** What about water? Electricity?

**BRIAN:** We are not settled on the location yet. We are talking to representatives from Franklin, Idaho, as well. They are willing to help us out if we locate there.

**MAYOR:** Traffic is good in this area. The questions we are asking you are the same questions we ask anyone who wants to utilize that corner. UDOT needs to clarify what they will allow with that point of access. We need to know what they have to say.

**TERRIE:** Have you talked to the Bear River Health Department about what their requirements are?

**BRIAN:** No, not yet. Who talks to UDOT?

**DAREK:** You, the applicant, will work with UDOT directly.

Richmond City Council Meeting Minutes, September 22, 2020

**JUSTIN:** What about sewer? There is currently not sewer available to the parcel.

**BRIAN:** We intend to use your sewer line once it is unblocked.

**JEREMY:** We have not had the contractor come back and try to unblock the line. They tried once and were not successful.

**MAYOR:** We have talked about it in the past. We are not sure the rock can be removed from the sewer line.

**TUCKER:** Can it be vacuumed out?

**JEREMY:** They already tried that option. They are looking at another couple of options when they come back.

**TUCKER:** Isn't the only other option to put a new line across the highway?

**DAREK:** Correct. There is not a sewer service line on Main Street.

**BRIAN:** What is your timeline on the sewer issue?

**JEREMY:** The contractor is based out of Layton. We need to get on their schedule when they are in our area again.

**MAYOR:** I think we need to know by spring. I am optimistic the rock can be removed.

**JEREMY:** There is the possibility they can cut the rock with their jetter truck.

**BRIAN:** We would like to start our project in the spring.

**MAYOR:** We have had local people rent the corner. If someone from out of state just comes in and takes over, that is problematic. It needs to be fair to everyone involved. I like the idea of the corner lot being used.

**TERRIE:** I think the corner being utilized on a full-time basis would be great.

**ROBYN EASTIN:** We have 25 employees in Rexburg and 12 in St. Anthony. I am a school teacher. We are good for the community. It is a fun atmosphere. We want people to have fun. We are not just soda pop. We offer fruit water and many other things. We will last longer than a pop shop. We don't have a restaurant feel. We are a good place for students and the community to gather. We have family in Utah. We are a well-oiled machine. We have good support and a good name. We are good people and want to provide a good clean environment.

**ERIC EASTIN:** We will keep local people supporting a business in town and bring others to town who don't live in the city. I was recently in Costco in Idaho Falls which is 30 miles from the Rexburg store. People knew our name and what we offer. We are not trying to franchise what we do. We are dealing with local people like the Hall's. We are bigger than soda pop shops. We have a full menu. We will out survive the soda pop shops.

**ROBYN:** Thanks for your willingness to listen to our request.

**TERRIE:** I reviewed the city code while you were talking. The setbacks in a Highway Commercial zone would allow you to do what you are proposing. Each state has a different set of health department rules so I would check with the local health department.

**MAYOR:** You need some clarification from UDOT as well.

**TERRIE:** That is a heavily travelled intersection so there will be a concern for increased traffic. I think your problems can be dealt with.

**BRIAN:** So we need to speak with UDOT and the health department?

**TERRIE:** Those are your next logical steps. The city can then discuss your request once we know what their requirements are. I love the fact that a small business is considering coming to town.

<b>PRESENTATION TO RON NATALI FOR YEARS OF DEDICATED SERVICE AS A TRUSTEE ON THE CACHE VALLEY TRANSIT DISTRICT BOARD.</b>
---

**MAYOR:** Ron Natali has been serving on the CVTD board since 2015.

**RON NATALI:** Since February 2015.

**MAYOR:** Ron volunteered to serve when we sent out an email through the city communication system asking for a volunteer to fill this position.

**RON:** I had dealt with transportation in the past and wanted to help.

**MAYOR:** We appreciate your service. Todd, we appreciate what CVTD does for the city as well. You have always been proactive in making things happen in the city.

Todd Beutler, Director of the Cache Valley Transit District, presented Ron with a plaque of appreciation for his years of dedicated service on the board.

**TODD BEUTLER:** Ron is one of our most active board members, if not the most active. I respect him a lot. We can agree to disagree on things but still work together. He challenged me and those I work with to be better and provide better service throughout Cache Valley.

Richmond City Council Meeting Minutes, September 22, 2020

**RON:** I have been the chairman of the Public Engagement Policy Committee. When it started I had a very spirited discussion with Todd for about fifteen to twenty minutes. We came up with some solutions. It was good. This has been a fun experience. Actually it has been a lot of fun. Thank you for allowing me to serve.

**MAYOR:** I was prepared to ask Ron to serve another term, but he has a new adventure that has called him, so he will be serving there. We appreciate your service. Volunteers allow small cities to function. We appreciate your effort as a volunteer. You are the most active member we have ever had. We appreciate your willingness to be engaged.

**PUBLIC HEARING ON ORDINANCE 2020-15, AN ORDINANCE ADDING IN ITS ENTIRETY CHAPTER 12-800 "ZONING ESTABLISHMENT", PART 12-805 "SUPPLEMENTARY AND QUALIFYING REGULATIONS", SECTION 12-805-19 "RETAINING WALLS".**

**TERRIE:** This Ordinance came about after we reviewed the city code. The way I read the code, a retaining wall over six feet tall was not allowed. I stopped the approval of a large retaining wall. We asked legal counsel for their opinion. After review, we determined retaining walls are considered a structure. Our code is not clear in this regard. This Ordinance would add a new section of code defining what a retaining wall is and what is allowed. We refer to International Building Code where applicable. It is a short and simple Ordinance.

**TUCKER:** I have a question. In Section "F," it talks about allowing a retaining wall in a buildable area. In Section "G," it talks about property lines which are not a buildable area. Are retaining walls still allowed along a property line?

**TERRIE:** They are treated as an accessory structure and allowed within one foot of the property line like a drip line on a roof.

**TUCKER:** So, we are treating it like an accessory building and not a main structure.

**TERRIE:** We will be seeing retaining walls built in new developments as the city develops to the east.

**DAREK:** Maverik has a retaining wall built on their property line.

**MAYOR:** This Ordinance makes sense. I am glad to see engineering is involved when needed. A retaining wall not only effects the property the wall is being built on but the adjoining property as well.

**TUCKER:** It is a good Ordinance. We are a city on a hill.

**JEREMY:** This Ordinance went before the planning commission. They approved and forwarded to the council with a recommendation to approve.

\*\*\*A motion to close the regular council meeting and open the public hearing was made by Terrie, seconded by Lyle, and the vote was unanimous.\*\*\*

Yes Vote: Thatcher, Peck, Crafts, Bair, Wierenga

No Vote: None

*The public hearing opened at 8:10 P.M.*

There were not any comments or questions.

\*\*\*A motion to close the public hearing and reopen the regular council meeting was made by Tucker, seconded by Kelly, and the vote was unanimous.\*\*\*

Yes Vote: Thatcher, Peck, Crafts, Bair, Wierenga

No Vote: None

*The public hearing closed at 8:10 P.M.*

**DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 2020-15.**

\*\*\*A motion to adopt Ordinance 2020-15, an Ordinance adding in its entirety Chapter 12-800 "Zoning Establishment", Part 12-805 "Supplementary and Qualifying Regulations", Section 12-805-19 "Retaining Walls" was made by Lyle, seconded by Kelly and the vote was unanimous.\*\*\*

Yes Vote: Thatcher, Peck, Crafts, Bair, Wierenga  
No Vote: None

**DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 2020-16, AN ORDINANCE ESTABLISHING A WATER CONSERVATION PLAN DEALING SPECIFICALLY WITH CULINARY WATER WITHIN THE RICHMOND, UTAH CULINARY WATER SYSTEM.**

**JEREMY:** This is a requirement by the state every five years. By having this approved, it can help us obtain funding for water conservation projects in the future. I think the state will require more water conservation efforts in the future by cities. Thanks to Terrie for her help in reviewing this with me. We submitted the plan to the state in August. They came back with some minor tweaks they wanted to see. We have included those changes in the final plan which is before you.

**TUCKER:** It says our spring usage is less?

**JEREMY:** Our overall usage is less. We are not running the well as much as in the past. This year we didn't run the well at all. I think in the future the state will require all flows to be metered.

**MAYOR:** All new secondary water connections require a meter as of April 1, 2020.

**TUCKER:** It would be good to know about water loss or theft in the system.

**JEREMY:** Those issues will become more complex as we grow.

**MAYOR:** Thank you for putting this together and getting it submitted.

\*\*\*A motion to adopt Ordinance 2020-16, an Ordinance establishing a Water Conservation Plan dealing specifically with culinary water within the Richmond, Utah, Culinary Water System was made by Terrie, seconded by Tucker, and the vote was unanimous.\*\*\*

Yes Vote: Thatcher, Peck, Crafts, Bair, Wierenga  
No Vote: None

**MONTHLY FINANCIAL REVIEW WITH DISCUSSION AND DECISIONS AS NECESSARY.**

**JUSTIN:** We received a Virtual Reality Grant for the library in the amount of \$750.

**LORA SMITH:** Thanks to Terrie for submitting this grant for us.

**JUSTIN:** We received the second round of CARES Act funding in the amount of \$81,031. We have collected \$162,062 in CARES Act funding. With the permission of the council, we want to get some bids for a new SCADA system, as this is an allowed purchase. We would also install some fob systems and video camera systems with these funds. These are allowable purchases.

The consensus of the council was to solicit bids for a new SCADA system.

**JUSTIN:** We received a RAPZ Tax reimbursement in the amount of \$15,000. This was for the Black & White Days Pavilion fan project. We also submitted reimbursement requests for the White Pine Park and the 2020 population assessment. Those funds were received this month. The new roof on the library was paid for in the amount of \$14,800. Jeremy has been busy working on chip sealing of roads. Through August, we have spent \$49,618 in Class "C" Road Funds. The White Pine Park Phase 1 is now complete. The only remaining item is the playground equipment which we are calling Phase 2. I am already receiving questions about when the playground equipment will be installed. So far in this fiscal year, we have spent \$57,124 on the Cub River Sports Complex parking lot project. We received the last amount of RAPZ Tax for that project. It was just under \$7,000.

**TERRIE:** Why was the parking lot so expensive?

**JUSTIN:** We ended up chip sealing the parking lot this year as opposed to a year or eighteen months from now.

**JEREMY:** There were also some sinking issues we found. There was an area about 30 feet by 30 feet which had to be dug out and repaired. This was quite expensive.

**MAYOR:** There have always been drainage issues in that area as well.

**JEREMY:** The main sinking area was right at the entrance to the parking lot. We did not do all of the drainage work which was needed because of the lack of funds for the project.

## Richmond City Council Meeting Minutes, September 22, 2020

**MAYOR:** When the final bills come in for the parking lot, I will meet with Mayor Field of Lewiston to review. We split our costs out there 50/50. We also participated a year or two ago in paying for two new entrances to the parking lot which are located on the new road Casper's Ice Cream installed to their building. The current entrance will be blocked off and force people to use the new entrances. A lot of money has been spent at the sports complex since it was built.

**JUSTIN:** We collected one sewer impact fee in August but did not collect a water impact fee. The reason being is the person knew the water impact fee was increasing earlier this year, so he paid the water impact fee before the increase was implemented. Now they are ready to build their new home, they have paid the sewer impact fee. This is for a new home on 300 East. We are currently working on the yearly financial audit. I am not sure if it will be done and ready to present in October. I would suspect it will be November when they come before the council.

### COUNCIL MEMBER REPORTS

**CHERYL:** The library received a grant for ten hotspots from Verizon. They will come in October. This happened as part of the library consortium we belong to. The grant pays for the equipment and the first year of service. If we want to retain the service after the first year, we must pay for it on a pro-rated basis.

**LORA SMITH:** If you know anyone who needs these, please let me know. We will check them in and out.

**MAYOR:** I am curious what the need is for these and how often they are checked out.

**TERRIE:** This happened through CARES Act funding to the library. Each year the amount we would pay would increase if we elect to keep using them.

**LORA:** I think it will be nice to offer the service even if not for all ten units.

**CHERYL:** There were 143 people who responded to the library survey. I have a copy of the results. The demand for online materials is increasing. The most used items are the ones people can actually hold onto and handle.

**MAYOR:** My kids will go from books they can hold onto to reading books on tablets, but eventually they always circle back to books they can hold in their hands.

**LORA:** Thank you for your support. I am thankful to have a very supportive city council. Some cities are replacing all of their old computers with CARES Act funding. We budget to replace some of them yearly, so we can use the funds elsewhere because we are being proactive.

### MAYOR'S REPORT

**MAYOR:** We need to fill a vacancy on the CVTD Board now that Ron has resigned. I am going to make a special request in this case. CVTD is getting ready to work on the largest improvement project in their history. It is going to be a big undertaking. They need people who are willing to participate. I would like to ask Terrie to serve on the board in behalf of the city. In the past, we have asked people to serve based on their use of the transit system. Ron was previously an administrator and document preparation and review guy. He was all about policy in his previous job. He was a big asset to the board because most people on there had no experience in what he did. The board needs help as they work on this large expansion project.

**TERRIE:** I am willing to serve. I have dealt with something similar to this when I was working. It requires the same procedures.

**MAYOR:** Some things are changing in Ron's life, and he asked to be released from the board. It was hard for him to ask because he wanted to be involved in what is coming up. They have recently redone their employee standards and pay scale. The next phase of what they do will affect how they operate for the next 20 to 30 years. We need someone who will be involved. We need someone to not only help the city but the entire system.

**TERRIE:** I have talked with Ron in the past about what is going on.

**JUSTIN:** A Resolution will be prepared and the council will formally approve Terrie as a board member at the October council meeting.

**MAYOR:** We also need to fill a vacancy on the Cache Mosquito Abatement District board. I would like to ask Cheryl to fill this vacancy. What are your thoughts?

**CHERYL:** I don't have an opinion on it right now.

**JUSTIN:** Dan Richins is currently serving for the city. His term expires at the end of the year. Dan is currently in the process of building a new home in Hyrum. He will be moving at the start of the year. Dan is willing to serve through the end of the year. The appointment will start in January 2021.

**CHERYL:** How long is the term?

**JUSTIN:** Four years.

Richmond City Council Meeting Minutes, September 22, 2020

**CHERYL:** I would prefer we see if a resident is willing to serve.

**MAYOR:** We will put out a notice and see if we get any volunteers.

**JUSTIN:** I will have Terrie help me write up a notice, and we will put it out through Parlant and post on Facebook.

**MAYOR:** There is a water issue at the Cub River Sports Complex where a spring and the river come together. The water cannot be mixed together. It must be separated. It is something we are going to have to address. The original agreement between Richmond, Lewiston, and Casper's has never been amended. We have made some changes over the years, but nothing was officially put in writing. We need to sit down with all parties and update the agreement, so it is current. Lewiston has a well north of the sports complex. They need to install a new water tank. They want to install it under some of the land owned by the sports complex. The tank would be buried in the ground. Rather than pay the sports complex, they would do site improvements instead. They would expand the parking lot along the north end which eventually will go to the east side and then south to the main road. A fence would be installed as well. The area where the ponds Casper's use needs to be separated from our playground equipment. J-U-B Engineers is currently working on the project for Lewiston. At a later date, we will discuss the proposal from Lewiston. In the last few years, Richmond and Lewiston have done everything for the sports complex. Moving forward, Casper's wants to be involved as well. Our next council meeting is on October 20<sup>th</sup>.

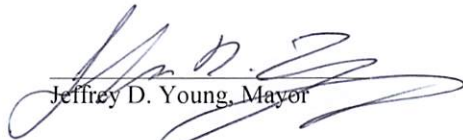
\*\*\*A motion to adjourn and pay bills was made by Terrie, seconded by Kelly, and the vote was unanimous.\*\*\*


Yes Vote: Thatcher, Peck, Crafts, Bair, Wierenga

No Vote: None

Adjournment at 8:42 P.M.

**RICHMOND CITY CORPORATION**

  
Jeffrey D. Young, Mayor  
ATTEST:

  
Justin B. Lewis, City Recorder





