

MINUTES OF THE HUNTSVILLE TOWN COUNCIL MEETING

Thursday, October 4th, 2018

7:00 p.m.

Huntsville Town Hall, 7309 East 200 South, Huntsville, UT

Name	Title	Status
James A. Truett	Mayor	Excused
Bill White	Council Member	Present
Bill Wangsgard	Council Member	Present
Max Ferre'	Council Member	Present
Wendy McKay	Council Member	Present
Beckki Endicott	Recorder	Excused
Ramona Clapperton	Clerk	Present
William Morris	Legal Counsel	Excused

Citizens: Peter Bienek, Logan Rawson, Amy Rawson, David Rawson, Richard Sorensen, Blake Bingham, Britain Sorensen, Lt. Pledger

1-CM White called the meeting to order. There is a full quorum present.

2-The Pledge of Allegiance was led by Logan Rawson.

3-Opening Ceremony was led by CM Bill White.

4-Citizen Comments. There were none.

5-Approval of Town Council Minutes for Meeting held September 20th, 2018. CM Wangsgard **motioned to approve the Town Council Minutes for the meeting held September 20th, 2018.** CM Ferre seconded the motion. All votes aye. The minutes are approved.

6-Approval of Minutes from 4th of July Work Session on September 20th, 2018. **CM McKay motioned to approve the Minutes for the Work Session on September 20th, 2018.** CM Wangsgard seconded the motion. All votes aye. The minutes are approved.

7-Sheriff Department Report: Lt. Jeff Pledger. Lt. Pledger reported his department has been in contact with Savannah Swift who is putting on a "Touch-A-Truck" event in Huntsville this month. The event will allow young children to be able to explore and learn about police, fire and other vehicles. This event will be on October 13th from 10-1 p.m. at Huntsville Park.

The Sheriff's department has been contacted by Janell to have the police present during the Haunted House Event at the Huntsville Barn. Lt. Pledger will contact Janell. He wanted to make sure the Town Council was aware of the event.

Mayor Truett: Excused

Council Member White:

8-Discussion and/or action on Ordinance 2018-10-04-A: Parcel Consolidations and Boundary Line Adjustment. Title 15.25.1.13 and 15.25.1.14. CM White stated the Planning Commission had a public hearing on this Ordinance and unanimously approved it to be presented to the Town Council to be adopted. Blake Bingham drafted the ordinance and was asked to comment on the ordinance. Blake explained this ordinance was written because the Planning Commission was in the process of consolidating a few lots in Town and he, being a new Planning Commission Member, was trying to find the code to use as a guide in the lot consolidation. He discovered there was not a formal process for lot consolidation or boundary line adjustments. He did some research on what the code was in other cities. It is his hope the residents of Huntsville will have some guidelines to go about this process in the future.

CM White commented Town officials will be meeting with Weber County on November 15th to better coordinate some of these efforts between the County and the Town. CM McKay stated she attended the Planning Commission Meeting and she supported the ordinance. CM Ferre' wanted to know if he purchased a piece of land from his neighbor if this ordinance would apply. Blake confirmed that this ordinance would help to define that process if they wanted to consolidate the piece. CM McKay asked about boundary line disputes between neighbors. Blake responded the ordinance addresses the process when two neighbors were working together. CM White responded that if neighbors were disputing the boundary lines, they would have to work this out in court, the Town would not be involved.

CM McKay motioned to adopt Ordinance 2018-10-04-A: Parcel Consolidations and Boundary Line Adjustment. Title 15.25.1.13 and 15.25.1.14 as written by the Planning Commission. Motion seconded by CM Ferre'. All votes aye. Ordinance 2018-10-04-A is adopted.

VOTES: APPROVED	
AYES:	Council Member Max Ferre' Council Member Wendy McKay Council Member Bill Wangsgard Council Member Bill White
EXCUSED:	Mayor Jim Truett

CM Wendy McKay:

9-Department Reports.

CM Wendy McKay wanted to let the Town Council know she has been working on coordinating with the two events that have already been mentioned, Touch-A-Truck and the Haunted Halloween Fundraiser for Make-A-Wish at the Huntsville Barn.

CM Bill Wangsgard:

10-Department Reports.

CM Wangsgard reported he has been working on the Eagle Scout Projects. The Town has added to the crosses available at the cemetery. He has received additional funds for the CERT trailer and will be adding to the supplies.

CM Max Ferre':

11-Department Reports.

CM Ferre' reported that on 5000 South near the Winter Grove trail, where they put in the new water line, they have finished planting sod.

12-Discussion and/or action on bid award for crack seal job on Huntsville Roads.

CM Ferre' collected three bids for the crack seal jobs and he asked for the bid be per ton of asphalt. CM Ferre' stated we should need between 5 and 6 ton depending on how much money is available. He will get with Linda to find out about the funds. The lowest bid came in at \$2390.00 per ton from Maxwell Asphalt. **CM Ferre' motioned to accept the lowest bid for \$2390.00 from Maxwell Asphalt.** CM Wangsgard seconded the motion. All votes aye. Motion passed.

VOTES: APPROVED	
AYES:	Council Member Max Ferre' Council Member Wendy McKay Council Member Bill Wangsgard Council Member Bill White
EXCUSED:	Mayor Jim Truett

13-Eagle Scout Presentation by Logan Rawson.

Logan was able to present pictures to the Town Council of his Eagle Scout Project. He, his family and Troop repaired, replaced wood, cleaned and painted two sets of bleachers at Huntsville Park. He reported everyone worked hard. CM Ferre' commented how great the before and after pictures were. CM White thanked Logan for contributing his Eagle Scout Project to Huntsville Town.

14-Citizen Comments.

There were none.

15-Council Member Presentations.

There were none.

16- Approval of Bills, August 2018. **CM Ferre made a motion to approve the bills for August 2018.** CM McKay seconded the motion. All votes aye. Motion passed.

CM White made a motion to adjourn the meeting. CM McKay seconded. All votes aye.

Meeting adjourned at 7:23 p.m.


Beckki Endicott, Recorder

**HUNTSVILLE TOWN
ORDINANCE 2018-10-04-A**

PARCEL CONSOLIDATIONS AND BOUNDARY LINE ADJUSTMENT

AN ORDINANCE OF HUNTSVILLE TOWN, UTAH, AMENDING TITLE 15.25.1 SUBDIVISIONS, GENERAL PROVISIONS: ADDING SECTION 13 ALLOWING PARCEL CONSOLIDATION ON CONTINGUOUS PARCELS UNLESS SUBDIVISION AMENDMENT IS REQUIRED UNDER TITLE 15.25.12. ADDING SECTION 14 TO ALLOW BOUNDARY LINES ADJUSTMENT BETWEEN ADJOINING PROPERTY OWNERS UNLESS A SUBDIVISION AMENDMENT IS REQUIRED UNDER TITLE 15.25.1.12.

RECITALS

- A. **WHEREAS**, Huntsville Town (hereafter "Town") is a municipal corporation, duly organized and existing under the laws of the State of Utah;
- B. **WHEREAS**, Title 10, Chapter 9a, of the *Utah Code Annotated*, 1953, as amended, enables municipalities to regulate land use and development;
- C. **WHEREAS**, after publication of the required notice, the Planning Commission held its public hearing on September 27, 2018, to take public comment on the proposed ordinance, after which the Planning Commission gave its recommendation to ADOPT THIS Ordinance on October 4th, 2018;
- D. **WHEREAS**, the Town Council received the recommendation from the Planning Commission and held its public meeting on October 4th, 2018 and desires to act on this Ordinance;

ORDINANCE

NOW, THEREFORE, be it ordained by the Town Council of Huntsville, Utah as follows:

- Section 1:** **Repealer.** Any ordinance or portion of the municipal code inconsistent with this Ordinance is hereby repealed and any reference thereto is hereby vacated.
- Section 2:** **Amendment.** The Huntsville Municipal Code is hereby amended to read as follows:

15.25.1.13 Parcel Consolidation

Upon favorable recommendation of the Huntsville Town Planning Commission and approval of the Huntsville Town Council, contiguous parcels (or Lots) may be combined to form one parcel (or lot) unless a subdivision amendment is required under Title 15.25.1.12. Such parcels (or lots) will be considered consolidated and shall meet all requirements concerning parcel consolidation. Once two (2) or more contiguous parcels (or lots) have been consolidated, they may not be divided without meeting all applicable zoning requirements.

- A. **Petition:** Petitions for a parcel consolidation may be approved and executed upon the recordation of an appropriate deed if:

1. The parcel consolidation does not involve a recorded subdivision plat.
 2. The proposed parcel consolidation does not result in the creation of a parcel (or lot) of size or shape that does not conform to all Town zoning regulations, site development standards, and uses as approved in Appendix One, Table 15-1 (Acceptable Uses by Zone). If the proposed change is to a legally existing nonconforming lot, the change may not perpetuate nonconformity.
 3. The proposed parcel consolidation does not result in changing a conforming structure into a nonconforming structure as a result of setbacks, proximity to other structures, use, landscaping, or any other site land use requirement.
 4. The proposed parcels are in the same zone.
- B. Application: Application materials for the parcel consolidation shall include the following:
1. Completed Parcel Consolidation application signed by all affected property owners;
 2. Legal description of the whole piece of property to be consolidated;
 3. Copies of deeds reflecting the new property boundaries; and
 4. One (1) eleven by seventeen (11x17) drawing to scale of the proposed consolidated parcel (or lot). All drawings shall show all structures on the property, fence lines, easements, driveways, and streets, and include a measurement scale and north arrow.
- C. Recordation: parcel consolidation shall be accomplished by recording an appropriate deed with the County Recorder's Office. The new legal description shall not create a remnant parcel or violate existing zoning ordinances.
- D. General: If necessary, the Planning Commission may require the following additional information:
1. A plat (drawn to scale) prepared in ink by a licensed land surveyor or engineer of a to a scale not smaller than one hundred (100) feet to the inch and shall be of such size as is acceptable for filing in the Office of the County Recorder. The plat shall:
 - a. Be accompanied by one reduced eleven inch by seventeen inch (11" x 17") copy of the full size drawing(s).
 - b. Be presented to the Town Clerk at least thirty (30) days prior to a regular meeting of the Planning Commission to review the plat and prepare for its consideration at a regular meeting held for such purpose.

15.25.1.14 Boundary Line Adjustment

Upon favorable recommendation of the Huntsville Town Planning Commission and approval of the Huntsville Town Council, any adjoining property owners may submit an application, proposed map, and proposed legal descriptions for a boundary line adjustment unless a subdivision amendment is required under Title 15.25.1.12.

- A. Petition: petitions for a boundary line adjustment may be approved and executed

upon the recordation of an appropriate deed if:

1. The change in boundary lines does not result in the creation of a new lot or parcel.
2. The change in boundary does not involve a recorded subdivision plat.
3. The proposed change to a parcel does not result in the creation of a parcel of size or shape that does not conform to all Town zoning regulations, site development standards, and uses as approved in Appendix One, Table 15-1 (Acceptable Uses by Zone). If the proposed change is to a legally existing nonconforming parcel, the change may not perpetuate the nonconformity.
4. The proposed change to a parcel (or lot) does not result in changing a conforming structure into a nonconforming structure as a result of setbacks, proximity to other structures, use, landscaping, or any other land use requirement.
5. The petition to change the boundaries must include signatures from representatives of each parcel affected by the boundary line adjustment.
6. The parcels are in the same zone.

B. Application: Application materials for the boundary line adjustment shall include the following:

1. Completed application signed by all affected property owners;
2. Legal descriptions of each parcel involved in the boundary line adjustment;
3. Copies of deeds reflecting the new property boundaries; and
4. One (1) eleven by seventeen (11x17) drawing to scale of the existing plat and one (1) eleven by seventeen (11x17) drawing to scale of the proposed plat. All plats shall show all structures on the property, fence lines, easements, driveways, and streets, and include a measurement scale.

C. Recordation: Boundary line adjustment shall be accomplished by recording appropriate deeds with the County Recorder's Office. The new legal descriptions shall not create a remnant parcel or violate existing zoning ordinances.

D. General: If necessary, the Huntsville Town Planning Commission may require the following additional information:

1. A plat (drawn to scale) prepared in ink by a licensed land surveyor or engineer to a scale not smaller than one hundred (100) feet to the inch and shall be of such size as is acceptable for filing in the Office of the County Recorder. The plat shall:
 - a. Be accompanied by one reduced eleven inch by seventeen inch (11"x17") copy of the full size drawing(s).
 - b. Be presented to the Town Clerk at least thirty (30) days prior to a regular meeting of the Planning Commission to review the plat and prepare for its consideration at a regular meeting held for such purpose.

Section 3: Severability. If a court of competent jurisdiction determines that any part of this Ordinance is unconstitutional or invalid, then such portion of this Ordinance, or specific

application of this Ordinance, shall be severed from the remainder, which shall continue in full force and effect.

Section 4: **Effective date.** This Ordinance shall take effect immediately upon mayoral approval and posting.

VOTES	AYE	NAY	RECUSED	EXCUSED
Mayor Jim Truett				X
CM Max Ferre'	X			
CM McKay	X			
CM Bill Wangsgard	X			
CM Bill White	X			

PASSED AND ADOPTED by the Town Council on this 4th day of October, 2018.

BILL WHITE, Mayor Pro Tem

ATTEST:

BECKKI ENDICOTT, Recorder

RECORDED this 4th day of October, 2018



P.O. Box 585
Bountiful, UT 84011
Phone 801-972-2097
Fax 801-416-1872

Date: October 4, 2018

Project Address:

Project Name: Huntsville Town

Contact: Max Ferre

Phone: [REDACTED]

Fax:

email: [REDACTED]

Billing Address: [REDACTED]

BID PROPOSAL AND CONTRACT

We hereby agree to furnish all labor, material and equipment for the completion, in a good and workman like manner, of the work described below:

Item: Description	Quantity	Price	Total
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Crackseal: (Price per ton includes application)	@	\$	2,390.00
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Terms of Payment: 100% upon completion	TOTAL
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Sincerely,


Dale Maxwell

[REDACTED]

ACCEPTANCE

The above mentioned proposal is accepted. You are authorized to perform the work described herein. It is agreed that you shall be paid according to the terms set forth herein. All of the terms on the reverse side are incorporated herein and made a part thereof.

Date: _____

Company: _____

By: _____

Title: _____



Proposal

Date	Job #
9/4/2018	2231

PO Box 446
 Huntsville, UT 84317
 801.745.3006 phone
 801.340.0306 fax

Huntsville Town
 Huntsville, UT 84317

Terms	Bid Expires

Description	Total
Crackseal " By the ton" Estimate includes all required cleaning prior to job start	2,800.00

Before work will be scheduled please sign and return

Total \$2,800.00

All work to be completed according to standard practices. Contractor not responsible for situations beyond control such as weather, pre-existing conditions, strikes, etc. Any changes involving cost will be added over the estimate upon customer approval. Licenced and Bonded Contractor.

 Signature

ASPEN PAVING, INC.

P.O. Box 9076 • Ogden, Utah 84409

801-399-0600

PROPOSAL

PAGE NO. _____

OF _____ PAGES

SPECIALISTS IN: ASPHALT PAVING • SEAL COAT • CRACK SEAL

PROPOSAL SUBMITTED TO:		PHONE: 801-745-3420	DATE: 10/1/2018
NAME: Huntsville City		JOB NAME: 2018 Crack seal	
STREET: 7309 East 200 South		STREET: Various Locations	
CITY: Huntsville	STATE: UT 84317	CITY: Huntsville	STATE:

WORK TO INCLUDE:

- Clean all major cracks free of dirt and debris.
- Furnish and apply hot rubberized crack seal to all major cracks @ \$2,850/Ton

City to provide direction on crack seal locations.

To be totaled and billed upon completion.

We hereby propose to furnish labor and material - complete with the above specifications for the sum of _____

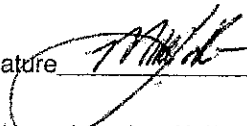
dollars (\$) with payment to be made as follows:

Net due in 30 days following date of invoice, including monthly payments equal to the evaluation of work performed in any preceding month, interest at the rate of 1 1/2% per month charged on all past due accounts. This is an annual percentage rate of 18%. Purchaser agrees to pay reasonable legal fees, if it becomes necessary to place account for collection.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders and will become an extra charge over and above the estimated. Contractor shall not be responsible for breakage of curb, gutter and sidewalk when existing conditions require crossing concrete. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. Aspen Paving, Inc. is not responsible for any work performed between October 15th and April 1st.

IF THIS BID IS ACCEPTED, PLEASE SIGN AND RETURN WHITE COPY

Authorized Signature _____



NOTE: This proposal may be withdrawn by us if not accepted within 14 days.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

ACCEPTED:

Signature _____

Date _____

Signature _____