

MINUTES OF THE HUNTSVILLE TOWN COUNCIL MEETING

Thursday, June 3rd, 2021

7:00 p.m.

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

Name	Title	Status
James A. Truett	Mayor	Zoom
Richard Sorensen	Council Member	Present
Blake Bingham	Council Member	Present
Max Ferre'	Council Member	Present
Wendy McKay	Council Member	Zoom
Beckki Endicott	Recorder	Present
William Morris	Legal Counsel	Present

Citizens: Doug Allen, Artie Powell, Hunter Swift, Michelle Lyman, Lt. Hutchinson

1-Mayor Truett called the meeting to order. There is a full quorum present.

2-The Pledge of Allegiance was led by Lt. Hutchinson.

3-Opening Ceremony was led by TCM Max Ferre'.

4-Citizen Comments: There were none.

5-Discussion and/or action on Town Council Meeting Minutes, May 20th, 2021. (See Attachment #1) TCM Max Ferre' motioned to approve the minutes for May 20th, 2021. TCM Blake Bingham seconded the motion. All votes Aye. Motion passes.

6-Sheriff's Report: Lt. Hutchinson stated they are back to doing boat patrols. They usually start on Memorial Day Weekend. The motor patrols are out for the summer.

Mayor Truett stated that he heard a report that there was a neck injury at Cemetery Point and they had a hard time getting an ambulance was unable to get to the victim due to the traffic. Lt. Hutchinson was unaware of the incident. There was a discussion regarding the traffic at the Memorial Day Service at the Cemetery.

7-Discussion and/or action on Event Application for Iron Lung: (See Attachment #2) Michelle Lyman from Iron Lung presented the plan for the race on July 17th. Cyclists will ride over Trapper's Loop and go all the way to Big Mountain and back. She thanked the Town Council for the opportunity to put on the event during 2020. Their numbers were down to 92, but she expects the ridership to be back at 150 cyclists this year. She stated this year they would start very early and are willing to use the bike path that goes down 7400 East if the Town Council Members prefer that. TCM McKay stated she has not heard any complaints from past year on the early morning race start and sees no reason to change it. Michelle stated she submitted two different scenarios for the race. Huntsville Town's special event application threshold is at 150 participates. The fee is \$1000 for use of the park. If the ridership is below that, there will be bowery rentals only.

Mayor Truett asked that the roadway not be blocked during the evening.

TCM Bingham motioned to approve the special event application for Iron Lung 2021. TCM Richard Sorensen seconded the motion. All votes Aye. Motion passes.

VOTES	AYE	NAY	RECUSED	EXCUSED
Mayor Truett	X			
CM Wendy McKay	X			
CM Blake Bingham	X			
CM Max Ferre'	X			
CM Richard Sorensen	X			

8-Discussion and/or action on Business License Application for First Class Catering. (See Attachment #3) Beckki explained that Jay Tyler with First Class Catering has a catering business at BDO. He is looking into expanding into breakfast and lunch menus at the previous spot for the Blue Coyote. Beckki hasn't had contact with him for a couple of weeks but is waiting for Health Department approval.

TCM Blake Bingham motioned to approve the business license application for First Class Catering conditionally based on the Heath Department Permit and payment of all fees. TCM Max Ferre' seconded the motion. All votes Aye. Motion Passes.

VOTES	AYE	NAY	RECUSED	EXCUSED
Mayor Truett	X			
CM Wendy McKay	X			
CM Blake Bingham	X			
CM Max Ferre'	X			
CM Richard Sorensen	X			

9-Discussion and of action on purchase of new flow meter for the water treatment plant. (See Attachment #4). TCM Blake Bingham stated that the water treatment plant has a faulty water meter on the downstream side. They have reached out to the vendor, and they have a new meter that will be able to remedy the situation. They cost is \$6,000. **TCM Max Ferre' motioned to approve the expense of \$6,000 for a new flow meter for the water treatment plant.** TCM Richard Sorensen seconded the motion. All votes Aye. Motion passes.

VOTES	AYE	NAY	RECUSED	EXCUSED
Mayor Truett	X			
CM Wendy McKay	X			
CM Blake Bingham	X			
CM Max Ferre'	X			
CM Richard Sorensen	X			

10-Discussion and/or action on Ordinance 2021-5-27: Land Use Amendments. (See Attachment #5) TCM Bingham explained that this Ordinance would make amendments to Title 4 regarding Land Use. He stated when Huntsville Town has a Land Use Coordinator, that Coordinator, would be able to make approvals for simple Land Use Permits. This would allow those applying for solar permits, etc., to be able go forward in their projects without having to wait for a Planning Commission Meeting to get approval. The Planning Commission will be able to delegate the types of construction for the Land Use Coordinator to approve. The Planning Commission recommended the Ordinance 2021-5-27 in their Planning Commission Meeting. Mayor Truett wanted to address the contract with Jared Anderson and Sunrise Engineering prior to taking a vote on the Ordinance.

11-Discussion and/or action on Resolution 2021-6-3-B: A Resolution Adopting the contract between Huntsville Town and Sunrise Engineering for Land Use Services. (See Attachment #6) Mayor Truett explained that Huntsville Town has hired a new engineer to work the Land Use side. Huntsville Town has met with Jared Anderson to talk about City Planning and Engineering for the Town. TCM Blake Bingham stated that Jared Anderson would not be acting as the Land Use Coordinator. Attorney Morris explained that a Land Use Coordinator is an appointed position. The Town Council would need to decide if they wanted to appoint Jared Anderson to that position.

TCM Blake Bingham stated that the Resolution before the Town Council for contracting with Sunrise does not appoint Jared Anderson as the Land Use Coordinator. The Resolution 2021-6-3-B adopts the contract for engineering services with Sunrise Engineering and that currently being Jared Anderson.

Mayor Truett motioned to accept Resolution 2021-6-3-B: A Resolution Adopting the contract between Huntsville Town and Sunrise Engineering for Land Use Services. TCM Wendy McKay seconded the motion. All votes Aye. Motion passes.

VOTES	AYE	NAY	RECUSED	EXCUSED
Mayor Truett	X			
CM Wendy McKay	X			
CM Blake Bingham	X			
CM Max Ferre'	X			
CM Richard Sorensen	X			

Mayor Truett asked that the Town Council go back to the action on Ordinance 2021-5-21. TCM Bingham explained there was a public hearing on this ordinance. There were no public comments on this Ordinance.

TCM Richard Sorensen motioned to approve Ordinance 2021-5-21: Land Use Amendments. TCM Max Ferre' seconded the motion. All votes Aye. Motion passes.

VOTES	AYE	NAY	RECUSED	EXCUSED
Mayor Truett	X			
CM Wendy McKay	X			
CM Blake Bingham	X			
CM Max Ferre'	X			
CM Richard Sorensen	X			

12-Discussion and/or action on Resolution 2021-6-3-A: A Resolution establishing a fee for disinterment of an urn. (See Attachment #7) TCM Max Ferre' explained that a fee is needed to be established for disinterring an urn and not a full-size plot in Huntsville Cemetery. He stated that this situation doesn't happen very often. He is proposing \$600 as the fee. This process is hand done and takes longer than 6 hours. The landscaping will have to be done after the process is complete. TCM Sorensen stated it is difficult to get someone to come back and do the repair for \$600. TCM Ferre' stated that an urn takes about a third of the plot which is why he is thinking about \$600 or half of the current cost of disinterment. **TCM Max Ferre' motioned to adopt Resolution 2021-6-3-A: A Resolution establishing a fee for disinterment of an urn.** TCM Sorensen seconded the motion. All votes Aye. Roll Call Vote. Votes are reflected below.

VOTES	AYE	NAY	RECUSED	EXCUSED
Mayor Truett	X			
CM Wendy McKay	X			
CM Blake Bingham	X			
CM Max Ferre'	X			
CM Richard Sorensen	X			

13-Discussion and/or action on 2021-6-3-C: A Resolution accepting the annexation petition of certain real property under the provisions of sections 10-2-405, Utah State Code. (See Attachment #8) Attorney Morris stated that Sage Development approached Weber County about developing the property across Highway 39. The land was in Huntsville Town's Annexation Plan and Sage Development has submitted an Annexation Application. Huntsville Town has opportunity to decide if they would like Sage to annex this property into Town. This annexation would include other properties like Weber Fire Station 65 off 500 South and several other slivers of property that are along Highway 39. Sunrise Engineering did the annexation plat. Attorney Morris stated that when the completed annexation application/petition is submitted to

Huntsville Town, the Town has 14 days to respond to the petition. Attorney Morris described the balance of the steps in the annexation process. Attorney Morris expanded on the protest period. He explained that only affected entities would have the ability to protest to the County Boundary Commission within the 30 days allotted for such action. Those entities that are considered affected entities would be organizations that have the ability to tax. Private residents will have to wait for the public hearing on the Annexation Agreement or Ordinance. This will be presented after the protest period in a public hearing at the Town Council.

The Town Council is only accepting the Annexation Petition tonight. The petition acknowledges receipt of a completed application and moves the timeline for annexation on to the certification phase.

Attorney Morris stated that there will be two separate agreements in an annexation. The first would be the annexation agreement where the details of zoning would be worked out. The second agreement would present to the Planning Commission as the development agreement. TCM Sorensen asked about the status of the wetland's delineation.

Todd Meyers, project manager for Sage, stated that they have confirmed the application submission for the delineation to the Army Corps of Engineers, but the application has not had its turn yet. They have met with the engineer and consultant on their project to arrange their plan so that they avoid most of the wetlands on the property. Todd Meyers stated they have closed on the property and CW Lands is now the owner of the property. The lots that are laid out in the plan in 3 acre lots and the development is 21 homes. (See Attachment #9)

Mayor Truett motioned to accept the annexation petition of Weber Fire Station 65, Sage Development and the properties identified along Highway 39 in Resolution 2021-6-3-C: A Resolution accepting the annexation petition of certain real property under the provisions of sections 10-2-405, Utah State Code. TCM Wendy McKay seconded the motion.

Mayor Truett asked TCM Bingham for discussion points on any concerns he has with the annexation. TCM Bingham stated he has three concerns. The first concern is the sale of water. He believes the water committee needs to meet and discuss the sale of culinary water. The second concern is that the proposal includes the development as a gated or private community. TCM Bingham stated there is a certain "feel" to Huntsville Town and it is not that of a private or gated community. The third concern he has is making exceptions on Land Use. He does not believe that the development should be given less stringent rules than the residents of current Huntsville Town. He used flag lots as an example. For current residents of Huntsville Town, flag lots are not allowed per Huntsville Code. There are flag lots on the plan for Sage Development and TCM Bingham doesn't believe they should be allowed as an exception.

TCM Richard Sorensen stated that water is Huntsville's most precious resource aside from its people. He is concerned about selling water connections to Sage but cited a recent study that stated there is enough water for Huntsville to be able to satisfy the connections. TCM Blake Bingham agreed, but he still has concerns and wanted to be transparent about that.

TCM Richard Sorensen stated he could see the concerns about the traffic along Highway 39 cutting through to 500 South. The HOA is not a deal breaker for TCM Sorensen because he believes there might be traffic concerns.

TCM McKay stated she liked the previous plan for Sage Development better because it eliminated the flag lots. She does not like the idea of flag lots. She is hoping that the wetlands issues can be dealt with in a careful and creative way. She also understands the desire for a gated community but agrees that it does not have the “feel” of Huntsville’s neighborly people. She also shares TCM Bingham’s concerns.

TCM Max Ferre’ also shares the same concerns.

Mayor Truett called for the vote. All votes Aye. Roll Call Vote. Votes are reflected below.

VOTES	AYE	NAY	RECUSED	EXCUSED
Mayor Truett	X			
CM Wendy McKay	X			
CM Blake Bingham	X			
CM Max Ferre’	X			
CM Richard Sorensen	X			

TCM Richard Sorensen asked Todd Meyers what CW Lands would do if the annexation was not approved. Todd Meyers explained that they wanted to be a part of Huntsville Town; however, they would look at a different way to develop the property if they were not annexed into Huntsville Town.

14-Update from Mayor Truett:

- a. Appointment of new member to the Planning Commission: Mayor Truett has interviewed several people the opening to the Planning Commission. He will be deciding in the next couple of days on his selection for the opening on the Planning Commission.
- b. Appointment of Hunter Swift as Enforcement Officer: Mayor Truett has met with and would like to introduce Hunter Swift as the new Enforcement Officer. He will be working with the nuisance complaints. Hunter stated he grew up in Virginia, outside of Washington, D.C. He has lived in Town for a total of four years. His wife, Savannah, grew up in the Valley and is the daughter of Jeff and Linda Burton.

15-Update from TCM Wendy McKay:

- a. CDBG update – TCM Wendy McKay stated that Beckki has finished the final application for the Community Center Plans and grant through CDBG. She stated that there has been much talk in the Town Council Meetings since the end of last year. The Town Council knew that new municipal space was needed. During

COVID, there was not room enough for all employees to spread out. They were unable to accommodate groups. The Town Council looked at trying to expand and remodel the current Town Hall in previous years as well as the history museum. The price for remodeling was listed at \$500,000 for both buildings. The Town Council liked the idea for having all the offices and a larger center for community activities and a museum. The CDBG grant supported that use and the Town applied for the grant. Not only was the grant accepted, it was given the full amount of \$400,000.

TCM McKay felt that it was important that the public understand the thinking behind having a community center. She would like to see more public input. She stated there would be a need for a larger space in the future and how important it was to stay ahead of expansion and planning in the Valley. Currently, Huntsville has a unique opportunity to qualify for federal funds to help in this situation. She stated the Town Council is just weeks out from signing the contract with CDBG and executing the plan of a community center. She wanted to make sure the public and the Town Council was ready to move forward with the plans.

Mayor Truett thanked Wendy for her comments and presentation. He stated he has been part of the CDBG grants for many years. There are many hours involved in the grant. He recounted many projects that Huntsville has been granted from the CDBG grant. It has made a significant difference in the Town. He stated with the sale of the properties and CDBG funds, we would be able to build a center without using taxpayer funds. He recounted the many meetings that he has at the Town Hall, and he has to pull out tables in order for Pineview and Valley committees to meet.

TCM Wendy McKay stated she was on the ground when the income surveys were done in January. She contacted many residents who expressed excitement for the project. She is now hearing residents don't know about the project, and yet the Town Council has been talking about this project for many months. TCM McKay would like to do an email to the residents putting some information out there.

PCM Sandy Hunter commented that it would be a great idea to put a positive letter. She advised to hit all of the bullet points in the letter. She would like to see the needs of groups that aren't able to meet at other buildings in Town listed as one of those bullet points.

TCM Richard Sorensen stated that the Town Hall used to be one of the little buildings across from the Mercantile. He believed that moving into the current Town Hall was big step. Now, we have certainly outgrown the current building.

Artie Powell commented that he is not against the community center. He is concerned with tax subsidized businesses competing with our private businesses. The other concern he has is that the upfront costs may be paid by the grant and sale of the properties, but there are ongoing costs to support a bigger building.

16-Update from TCM Richard Sorensen:

- a. TCM Sorensen proposed improvements to the corners on 200 South and 7400 East. **(See Attachment #10)** TCM Sorensen stated that Mayor Truett has proposed these kinds of changes in the past. TCM Sorensen likes the new design. He showed some proposed drawings that would bring out the corners and provided for a safer intersection that would bring out the stop sign. TCM Blake Bingham wanted to know if they could add this to the Capital Improvement Plan. TCM McKay stated she thinks this is the best design that they have seen.
- b. TCM Sorensen drafted a letter from the Town Council regarding the Forest Service Helipad. He drafted the letter with input from the Town Council. TCM Blake Bingham believes that there are other viable options for the Forest Service. Mayor Truett would like to wait to issue a letter until the informational meeting at the library in the coming weeks. TCM Bingham disagreed with the any concept of a helipad in the Ogden Valley. TCM McKay stated her support for TCM Bingham's position. She is opposed to any location that is on the shoreline of the lake and maybe any place in Ogden Valley. TCM Sorensen would like to see the helipad in the Valley but in a different place then the proposed location at the bottom of Trapper's Loop. TCM Bingham is agreeable to waiting on a letter until more information is released at the public meeting. Michelle Lyman lives in Morgan right next to the airport that is severing its agreement with the Forest Service Helipad. She said they do a lot of training and that it does get loud. Artie Powell stated he remembered when the Forest Service proposed the helipad at Dale Grants home. One of the things they discussed was the amount of time that is spent training. The lake amplifies the sound, and the noise does get very loud.

17-Update from TCM Max Ferre:

- a. The asphalt has been ground and repaved at the Huntsville Cemetery. It looks great and was done in time for Memorial Day.

18-Update from TCM Blake Bingham:

- a. There were several Land Use Permits issued at the Planning Commission Meeting but the most notable was one for Bill White on the ¼ acre lot east of the park and south of Linda Laws. Bill White came before the Planning Commission asking for an interpretation on the grandfather clause in the Huntsville Town Code. The Planning Commission determined that the lot was a buildable lot, and a Land Use Permit was issued. TCM Bingham stated it has been the tradition to think that these small lots, were too small to build and limited by the abilities in a septic system. Recently, there has been some recognition on the part of Weber Morgan Health and maybe some advances in technology that make a septic system on a small lot viable. Mayor Truett wanted clarification. He asked TCM Bingham if any lot in Town that was subdivided prior to 1992 was considered a buildable lot. TCM Bingham stated the Huntsville Code states 1992 is the date in the code.

- b. Kerry Wangsgard's Land Use Permit was approved. He is now able to apply for a building permit for a replacement of his mobile home.

19-Update from Beckki:

- a. Beckki wanted to make sure that everyone was aware that noticing requirements for public meetings have change. She no longer is required to post in a local newspaper. She will use the Valley News when she can but will not always use it because the timing of publication can be difficult.

20-Public Comment:

- a. **Artie Powell** – Artie Powell wanted to ask some questions about annexation. He is wondering if a new zone will be established for the annexation. He believes this might resolve some concerns with the size of the lots and the concerns over flag lots.

He wanted to voice his concerns about gated or private communities. He thinks this is not reflective of Huntsville.

Artie would like to see a cost benefit analysis presented at the public meeting regarding the Annexation Agreement.

- b. **Doug Allen** – He commented Bill Morris did a great job of presenting the annexation issues and timeline. He is concerned that the Army Corps of Engineers has not been contacted by CW Lands because he stated he has been the one who has called the various organizations regarding the development. He suspects it could be several years before they are able to develop that land. Mayor Truett responded he believed that CW Lands was unaware that they were altering a stream. They had relied on their engineers for information. He stated that when this was brought up to them at a work meeting, CW Lands was very willing to make the necessary contacts and go through the necessary channels.

TCM Max Ferre' motioned to adjourn the meeting. TCM Blake Bingham seconded the motion. All votes Aye.

Meeting adjourned at 9:12 p.m.



Beckki Endicott, Recorder

MINUTES OF THE HUNTSVILLE TOWN COUNCIL MEETING

Thursday, May 20, 2021

7:00 p.m.

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

Name	Title	Status
James A. Truett	Mayor	Present
Richard Sorensen	Council Member	Present
Blake Bingham	Council Member	Present
Max Ferre'	Council Member	Present
Wendy McKay	Council Member	Excused
Beckki Endicott	Recorder	Present
William Morris	Legal Counsel	Excused

Citizens: Suzanne Ferre', Willow Buttars

1-Mayor Truett called the meeting to order. There is a full quorum present.

2-The Pledge of Allegiance was led by TCM Richard Sorensen.

3-Opening Ceremony was led by TCM Max Ferre'.

4-Citizen Comments: There were none.

5-Discussion and/or action on Town Council Meeting Minutes, May 6th, 2021. (See Attachment #1) TCM Max Ferre' motioned to approve the minutes for May 6th, 2021. TCM Blake Bingham seconded the motion. All votes Aye. Motion passes.

7- Discussion and/or action on bids for roadwork in Huntsville Town. TCM Ferre' stated the road budget spent in 2021 road projects is just shy of totaling \$80,000. This is the typical amount spent from previous years. The new budget for 2022 starts on July 1st and includes \$69,700 worth of projects. TCM Ferre' did receive 3 bids which were sent to the TC Council Members with the projected projects. TCM Ferre' stated Huntsville would like to try to use this rotomill technique around in the Huntsville Cemetery. It is ground up asphalt. It is a cheaper option. If it works well, he would like to try this on different areas of Town. Mayor Truett clarified that the cemetery would be a two phased project. Part of the project would be done prior to July 1st and the rest would be done after July 30th. Mayor Truett also stated that the money would come from the road funds.

TCM Ferre' also prioritized the road patches and paving that needed to be done in 2022. He stated the projects in order:

- 1) 100-200 South on 7000 East
- 2) The road in front of the Post Office on 500 South
- 3) The intersection of 500 South and 7500 East
- 4) 500-600 South on 7500 East
- 5) 200 South from 7600 East to 7700 East

TCM Blake Bingham was wondering if we could withhold payment unless the monuments were raised as well. TCM Ferre' will talk to Gary and the paving company regarding this.

Mayor Truett stated he believed that the activity at the beaches and along main street will continue to be high. He stated he talked to Kay about setting aside 50% of the funds that are brought in during the summer to cover these expenses.

TCM Ferre' stated that 7200 East between 200 South and 300 South is the worst road in Town. However, he does not want to pave it until after Bill White's house is finished being built.

TCM Ferre' motioned to accept the bids on the cemetery paving project and the roads that have to be done before June 30th up to \$20,000. TCM Blake Bingham seconded the motion. All votes Aye. Roll Call Vote. Motion passes. Votes are reflected below.

VOTES	AYE	NAY	RECUSED	EXCUSED
Mayor Truett	X			
CM Wendy McKay				X
CM Blake Bingham	X			
CM Max Ferre'	X			
CM Richard Sorensen	X			

TCM Ferre' motioned to accept the bids for the roads mentioned previously in his presentation of the bids for after July 1st. TCM Richard Sorensen seconded the motion. All votes Aye. Roll Call Vote. Votes are reflected below.

VOTES	AYE	NAY	RECUSED	EXCUSED
Mayor Truett	X			
CM Wendy McKay				X
CM Blake Bingham	X			
CM Max Ferre'	X			
CM Richard Sorensen	X			

8-Mayor Truett introduced Shannon Smith as the new Assistant Clerk. Mayor Truett stated that Ramona will be retiring at the end of the year. She stated that Shannon will take Ramona's place in the utility billing. Shannon will also be helping Beckki with the Planning Commission.

9-Public Hearing #2 on the CDBG Grant. **TCM Blake Bingham motioned to close the regular Town Council Meeting and go into a public hearing on the CDBG grant project.** TCM Ferre' seconded the motion. All votes Aye. The public hearing is open.

VOTES	AYE	NAY	RECUSED	EXCUSED
Mayor Truett	X			
CM Wendy McKay				X
CM Blake Bingham	X			
CM Max Ferre'	X			
CM Richard Sorensen	X			

Mayor Truett opened the second public hearing for the CDBG program. Mayor Truett stated that this hearing was called to allow all citizens to provide input concerning the project that was awarded under the 2021 Community Development Block Grant Program. Huntsville Town has amended its Capital Investment Plan and decided to apply for funds on behalf of a Huntsville Town Community Center on 7450 East and 200 South. The building would be located south of the maintenance building and north of the Huntsville Town Park. Mayor Truett introduced Wendy McKay as the Project Manager for this project with Beckki Endicott assisting. The Mayor explained the application was successful in the regional rating and ranking process and Huntsville Town was awarded a \$400,000 multi-year grant to construct The Huntsville Town Community Center. The Mayor stated that there are copies of the Capital Investment Plan available if anyone would like a copy. Willow Butters, resident, asked the Town Council how big the building would be, what the square footage would be, how it would be situated on the lot, how many stories it would be, and what it would look like on the outside. Mayor Truett explained the building would be approximately 8,000 square feet on the top and 7,500 in an unfinished basement. The building would be located directly east of the hotel and showed a possible layout for the lot. Beckki should a possible look for the building. The Mayor responded the plans have not been drawn yet, but Council Member McKay has been working on a possible layout which was shown. Council Member Sorensen stated there is a septic system located south of the maintenance building. There will be open space on top of the septic system. The Huntsville Town Community Center will be located west of that septic field.

Willow Butters asked if there would be increased taxes with this building. Mayor Truett explained that Huntsville was selling the Town Hall to pay for the additional costs and the matching funds to the grant. Willow suggested that a building design was done for a library years ago. A local resident did the design and she believed it fit with the historic nature of the Town. She asked the Town Council to keep that design in mind while putting together plans for the new building. There were no comments, and the hearing was adjourned at 7:45 pm. Mayor Truett thanked all the members of the Town Council Members for the work she they have done on the grants. (See Attachment #2)

TCM Ferre' motioned to close the public hearing on the CDBG grant and reopen the regular Town Council Meeting. TCM Richard Sorensen seconded the motion. All votes Aye. Motion passes. The Regular Town Council Meeting is resumed.

VOTES	AYE	NAY	RECUSED	EXCUSED
Mayor Truett	X			
CM Wendy McKay				X
CM Blake Bingham	X			

CM Max Ferre'	X			
CM Richard Sorensen	X			

10-Report on Cycle Kart Event: Mayor Truett said the event last weekend was very enjoyable, really safe and he is looking forward to the event next year. The event was well received and raised approximately \$3000 for the Town.

11-Announcement regarding the Nominating Conventions at the Library, Tuesday, May 25th at 7:00 p.m. There will be two Council Member openings on the Town Council and one Mayor position.

12-Signs for the Pathways project: Mayor Truett reported that the County will be putting up some new signs that will direct riders and walkers through Town on the Pathway project.

13-Memorial Day Services: TCM Max Ferre' asked Suzanne Ferre' to update the TC on the plans for the services at the cemeteries in the Valley. The American Legion will be providing the ceremony. She will get a schedule to Beckki to publish on the website and Facebook page.

14-Code Compliance Officer: TCM Blake will schedule a meeting with Mayor Truett and a new candidate for a code compliance officer.

15-Public Comments. Suzanne Ferre' commented that the Town Council works really hard and has done a great job.

16-Approval of the Bills for April 2021: **TCM Ferre' motioned to approve the bills for April 2021.** TCM Sorensen seconded the motion. All votes Aye. Roll Call vote. Bills are approved. Roll Call vote reflected below.

VOTES	AYE	NAY	RECUSED	EXCUSED
Mayor Truett	X			
CM Wendy McKay				X
CM Blake Bingham	X			
CM Max Ferre'	X			
CM Richard Sorensen	X			

TCM Blake Bingham motioned to adjourn the meeting. TCM Richard Sorensen seconded the motion. All votes Aye.

Meeting adjourned at 8:02 p.m.

Beckki Endicott, Recorder

HUNTSVILLE TOWN

P.O. BOX 267
HUNTSVILLE, UT 84317
(801) 745-3420

Special Event Application

Activities held on Town streets or Town property are defined as "special events" when they are an athletic, entertainment, or political activity held for profit, nonprofit, or charitable purposes with the anticipated number of participants plus spectators exceeding 150, or any event/gathering requiring alteration of Town traffic/closing of a Town street.

This application will be reviewed by the Town Council. The Council will make a determination on granting the request based on the impact of the event on traffic, security, welfare, convenience, health and safety of the public, and the plans of the applicant to mitigate these concerns. No permit will be granted with evidence of insurance listing the Town as an additional insured. If a permit is granted, the Town makes no guarantees and assumes no liability for the safety of participants or spectators of special events. The event may also require coordination with any of the applicable agencies: Weber-Morgan Health Department, Weber County Sheriff Department, local Fire District, other Weber County recreational services that may be impacted.

Fees for Special Events are based on the number of people attending and participating in the event.

150-300 people: \$1000 for park rental with a \$250 refundable cleaning fee

301-500 people: \$2000 for park rental with a \$500 refundable cleaning fee

501 and above: \$3500 for park rental with a \$750 refundable cleaning fee

YOUR INFORMATION:

Name of Applicant: Michelle Lyman Group/Function: Iron Lung Ride

Address [REDACTED] City [REDACTED] Zip Code 84050

Home/Cell Phone [REDACTED] Email Address: [REDACTED]

EVENT INFORMATION:

Name of Event: Iron Lung Ride

Event Description: Cycling Century

Is your event public or private? public

Event Date: July 17th 2020 Event Times: 6am-4pm

Time of operation: Friday July 16th 4pm - Saturday July 17th 4pm
(Include start of set-up through the end of take down)

Estimated number of people participating: last year had 92. Approximately 150
(500+ requires mass gathering permit through Weber County)

Facilities Required by Huntsville Town:

West Pavilion

Please answer the following questions. If your answer is "yes" to some of the questions, you will need to provide additional information as indicated:

1. Have you applied previously to hold this event in Huntsville Town? Yes
If "yes," please complete Special Event Application Section A only. If "no", please complete the rest of this page.
2. Is your event a multiple day event? no
If yes, please complete Special Event Application Section B
3. Will there be a cost for admission and/or vendor sales?
If yes, please complete Special Event Application Section C
4. Are you filming on public property? no
If yes, please complete Special Event Application Section D
5. Will this event require Huntsville Town Services? yes, power & water
If yes, please attach list of those services (ie, Police, Sanitation, power, water, etc.)
6. Will this event use, cross or close any public roads, sidewalks or trails?
If yes, please attach a map with a proposed barricade plan. If State or County roads are involved, please attach proof of proper permitting, or provide details. attached in safety plan
7. Does the event include a run, walk, race, or parade route?
If yes, please attach a map with the proposed route
8. Will food be served at this event? yes
If yes, please contact Weber-Morgan Health Department
9. Will you be bringing in, setting up or staking any special equipment?
If yes, please attach a description of the special equipment a start-line arch
10. Do you anticipate any parking problems? no
If yes, please attach a parking plan

If you answered "yes" to question 2 (multi-day event), question 3 (charging admission and/or vendor sales) and/or question 4 (filming on public property), you must provide a certificate of insurance with your application.

I agree that I and the organizers of this event will abide by all laws, rules and policies applicable to this event and will follow any instructions of the Huntsville Town Staff and Weber County Sheriff. I also acknowledge that completion and submission of this form or any other related forms does not guarantee final approval of my event. I have also read the attached policies and procedures that are applicable to my event.

SIGNATURE: Michelle Lynn DATE: 8-1-21

Special Event Application: page 2

Special Event Application: page 3

Date Application received: _____

Town Council Approval: _____

Date Approved: _____

Conditions:

Section A (Previously Held Event)

When was your event last held in Huntsville Town?

July 2020

Describe any changes or additional needs for your event this year? no changes

Section B (Multi Day Event)

Will your event set-up and take-down include all, a portion, or none of the event related materials, tents, barricades, etc. each day?

Set up signs (road signs) on July 16th
Event takes place on the 17th of July

If all or a portion, what are your set-up and take down times?

Set up start line 8AM July 17th 2021

Take down start/Finish line 4pm July 17th 2021

If a portion, please describe what will remain set-up overnight:

Road/directional signs. They will be set up Friday the 16th of July and taken down Saturday the 17th of July.

If a portion or none, please describe your overnight security plans?

N/A

HUNTSVILLE TOWN

P.O. BOX 267
HUNTSVILLE, UT 84317
(801) 745-3420

BOWERY/STAGE RESERVATION FORM

This application is for the purpose of requesting the reservation of a park bowery or bowerys and park stages. All approvals are subject to the Huntsville Park, Pavilion & Stage Policies and the Huntsville Noise and Lighting Ordinance and to other applicable law. All requested information is required.

Name of Applicant: Michelle Lyman Group/Function: Fron Lung Ride

Address: [REDACTED] City: [REDACTED] Zip Code: [REDACTED]

Home/Cell Phone: [REDACTED] Alternative Phone Number: [REDACTED]

Estimated people attending: 40 - 150

Time of reservations: 8 a.m.-3 p.m. OR 4 p.m. to 10 p.m. Date of Reservation: 5 Am - 4pm
July 17th 2021

Check Bowery: S. East Pavilion (Park) ☐ S. West Pavilion (Church) ☒ Stage ☐

Non-Resident Fee (not currently living in Huntsville Town): \$65.00 each for am or pm.

Resident Fee (currently living in Huntsville Town): \$40 each for am or pm.

I have read and agree to comply with the Huntsville Town Bowery & Stage Policies. I understand that any reservation or permit granted may be revoked, or conditions may hereafter be imposed, by the Town for violation of these policies or any conditions imposed in the permit. I understand that reservation of a pavilion does not include the park area, sports fields, courts or other pavilions or boweries. I understand that bowery and/or stage reservation fees are non-refundable if I cancel my reservation two weeks or less prior to my reservation. I have read and understand my obligations. I will be responsible to make certain the bowery and surrounding areas are left neat, clean and orderly with trash from cans put into dumpsters. I understand that Huntsville Town will not be held responsible for any injury or liabilities which may occur during the use of the park or on the premises.

Signature: [Signature] Date: 5-1-21

For Office Use Only:

Approved by: _____ Date: _____

Amount Paid: _____ Receipt#: _____

HUNTSVILLE TOWN BOWERY & STAGE POLICIES

The primary purpose of the Huntsville Town Park is for the use and enjoyment of the Town residents. The park closes each evening at 10 p.m. until 8 a.m. the next morning. Huntsville Town residents will have reservation access to the bowery one month prior to the time Huntsville Town begins taking regular reservations. Each of the boweries include electrically outlets, water and lights.

- Huntsville Town, its employees or agents will not be held responsible for any injury or liabilities which may occur during the use of the park or on the premises.
- Pick up all bottles, cans, paper, dog debris, etc.
- Empty all garbage cans into the dumpsters by the pavilions, not the smaller black cans. Please check bathrooms.
- Remove table covers, tape, and any cooking oil or grease from tables and floor. (Please no nails or staples on tables) Clean any debris from BBQ grills.
- **No Alcoholic Beverages** including beer or liquor, in or around the park.
- **No Loud Music:** That includes live bands and loudspeakers. (Unless approved by the Town Council)
- A reservation DOES NOT include exclusive use of tennis courts, ball diamonds, horseshoe pits, sand volleyball area, basketball courts, soccer field, and children's playground area. You will need to bring your own equipment.
- No golf carts or golfing is allowed on or in the park.
- No vehicles allowed in the park.
- No unleashed dogs at any time.
- No horses are allowed in the park at any time.
- No Fireworks are allowed at any time.
- No camping or staying overnight in or around the park.
- When your reservation time has ended, please leave the area immediately, as other groups may have the pavilion reserved after you.
- No smoking is allowed.
- Keep this receipt in your possession while at the bowery. It is your proof of reservation.

IRON LUNG RIDE

July 17th, 2021

This document contains the following information:

Safety Plan

Bicycle Route Plan

Vehicle Plan (Traffic Control)

Volunteer Plan

Signal and Course Markings Plan

Course Maps

Safety Plan

Along with planning an exceptional event, having a safe event is of utmost priority and focus. Non-compliance with safety standards will result in immediate disqualification of the offending team/rider and race numbers will be pulled. The safety plan focuses on 3 areas:

One: Safety of Cyclists

- 1) Cyclists must wear a helmet at all times when riding their bicycle.
- 2) Cyclists must obey all traffic laws (route is along an open course with motorists). This includes stopping completely at all stop signs and yielding to motorists and pedestrians when appropriate.
- 3) Cyclists must ride single file and close to shoulder of road. Drafting with other teams is permitted.
- 4) Cyclists may not ride at night. At 4 pm the course is closed and the event is over.

Two: Safety of Support Vehicles

- 1) Support vehicles must also obey all traffic laws including speeding.
- 2) Support vehicles may not impede traffic as part of this event. This includes following cyclists at slow speeds. When stopping to cheer for or support your cyclist, pull completely off the road and be aware of oncoming traffic.
- 3) Support vehicles must park in designated areas at all exchanges and at the start and finish.
- 4) Support vehicles are to clearly display the CAUTION BIKE RACE poster in the rear window. This poster is issued during packet pickup.

Three: Safety of Others

- 1) Race course passes through cities and towns. Be respectful and courteous to everyone along course. Race participants are not allowed to urinate or defecate along the road and must use designated bathrooms and porta-potties or other restroom facilities.
- 2) Cyclists and support vehicles should always remain aware and alert and watch for surrounding traffic, pedestrians, equipment, etc.

In addition to focusing on safety for the cyclists, support vehicles, and others, event staff is taking the following safety measures:

- 1) All course marking signs dedicate the top third of the printable area to making everyone aware that a cycling event is taking place and to use caution. Signs read "CAUTION BIKE RACE" in large block letters and with yellow and red colors for visibility.
- 2) Two or more EMTs will travel along the course with the bulk of the cyclist group. They will be ready to respond alongside local emergency personnel in the case of an injury.
- 3) Vinyl posters are supplied to each rider to adhere to the back of their support vehicle that also read "CAUTION BIKE RACE." These posters are also on all staff and crew vehicles for greater awareness among local motorists.
- 4) Additional "Hazard Ahead" signs are created and placed in appropriate locations to warn cyclists of any potential danger ahead.

Bicycle Route Plan

Cyclists are to follow the approved and permitted route. Directional signs will clearly mark route. If last minute course changes are required, signs will reflect alternate route and riders will also be notified.

Directional sign markings will be mounted on orange construction vertical panels.

Sign locations are detailed in the following maps. In addition, more signs may be used if determined.

Cyclists are to stay on roads unless otherwise told and should ride on the right side (with traffic).

Vehicle Plan (Traffic Control)

All vehicles supporting cyclists or otherwise participating in the event are to obey all traffic laws and specifically should not speed or drive in any other dangerous manner in order to catch up to or support cyclists. Roads are not closed and vehicles do not have any special privileges they would otherwise have while participating in the event. Be safe and use common sense.

All vehicles are required to park in designated locations at the start, finish, and exchanges. These locations are identified in the maps.

Vehicle appearance and driving patterns must not distract other drivers or cause any nuisance to others.

Support vehicles are able to pull completely off the side of the road to cheer on cyclists or offer aid. However, in doing so, they are not permitted to disturb the normal flow of traffic.

Support vehicles are to clearly display the CAUTION BIKE RACE poster in the rear window so it is visible to other motorists.

Support vehicles are to follow the same route as the cyclists with the exception of old snow Basin road. Support vehicles will use Trappers loop.

Volunteer/Staff Plan

Volunteers and staff will be needed to ensure a safe and organized event. Volunteer and staff will be located as course marshals in areas where the course is not clear and where safety concerns exist.

There will also be staff and volunteers at each of the water stations/exchanges to allow for appropriate and safe exchange between cyclists and ensure that rules are followed and the event is not causing a nuisance to local residents. Exchange volunteers will have a copy of all relevant permits associated with the event.

Two EMT's will travel along the course with the bulk of the cyclist group. They will be ready to respond alongside local emergency personnel in the case of an injury.

Signal and Course Markings Plan

The full course will be fully marked with large signs. The purpose of the signs is to:

- 1) Indicate course directions to cyclists and support vehicles.
- 2) Make motorists and local residents aware of the race and encourage them to take extra caution.
- 3) Make cyclists aware of any upcoming hazards on the road.

No pavement marking or painting will occur to mark the course unless requested from permitting officials.

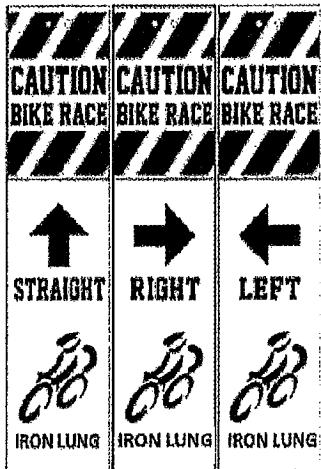
Course markings will be placed 24 hours or less before the event and will be taken down within hours of the last cyclists passing by.

Course markings will be placed in locations that do not interrupt normal traffic flow and are not intended to close roads or serve any other purpose than directing cyclists and warning others about the event.

Course markings will not use existing structures alongside the road or any private property. All markings will be fixed to orange vertical panel construction barriers supplied by the event staff.

The location of all signs is listed in the maps below. Additional signs may be used if needed to enhance clarity or safety of the course, or as requested by permitting officials, or to call attention to hazards or dangers.

Course signs are 8 inches wide and 36 inches tall and have the following images:



PP-Porta Potties

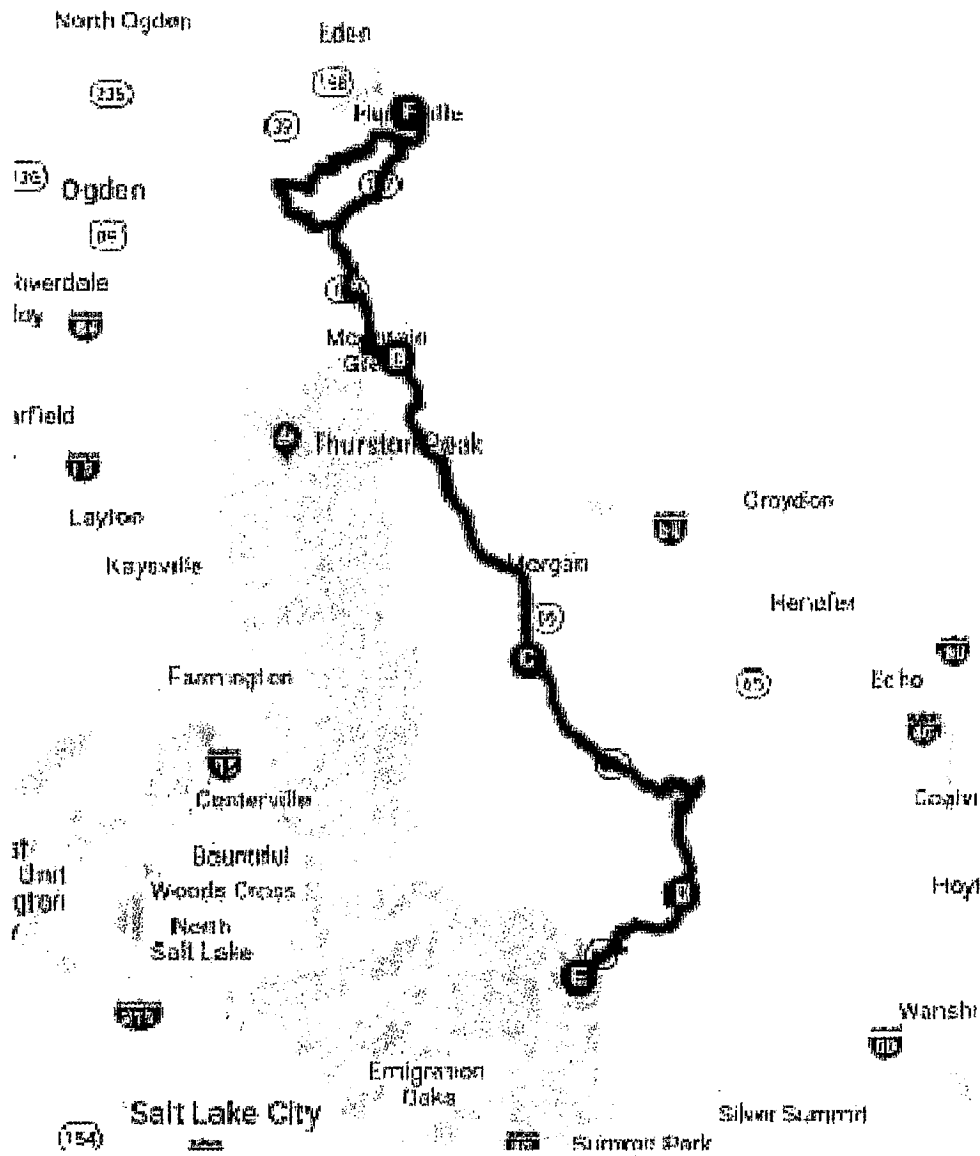
H2O-Water Stations

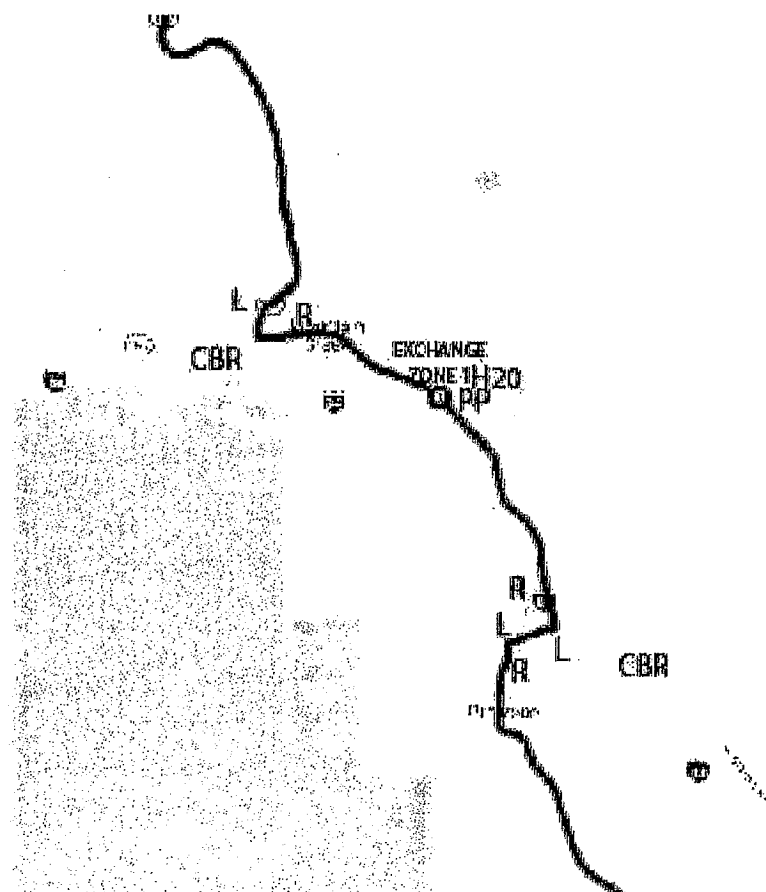
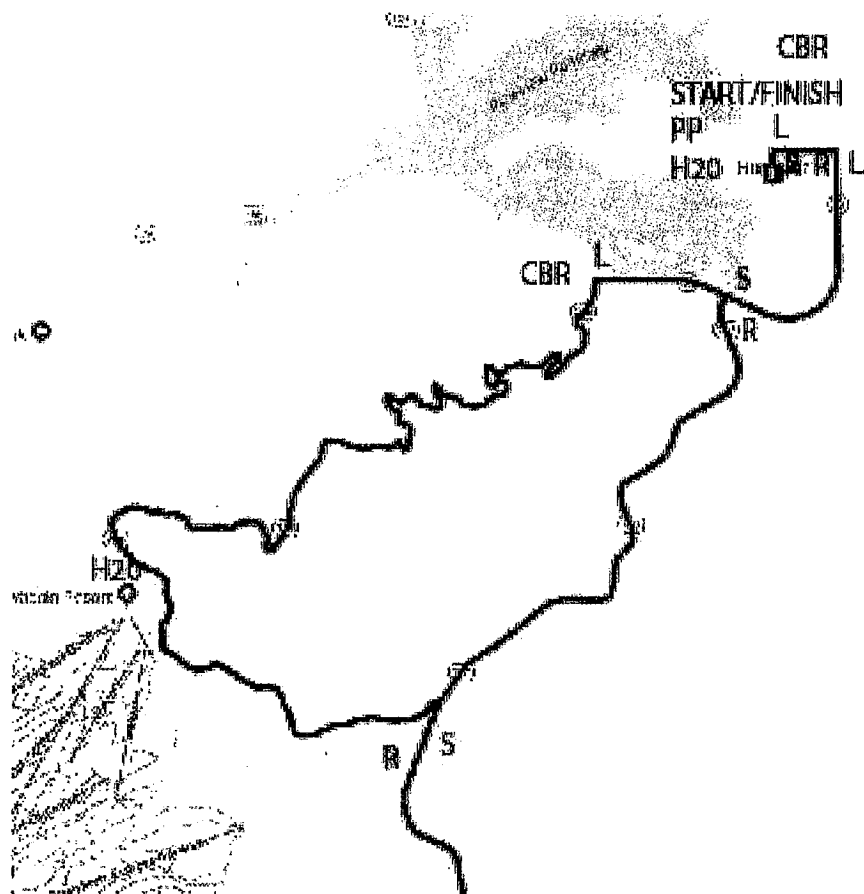
L-Left turns sign (pink-going out, black-coming in)

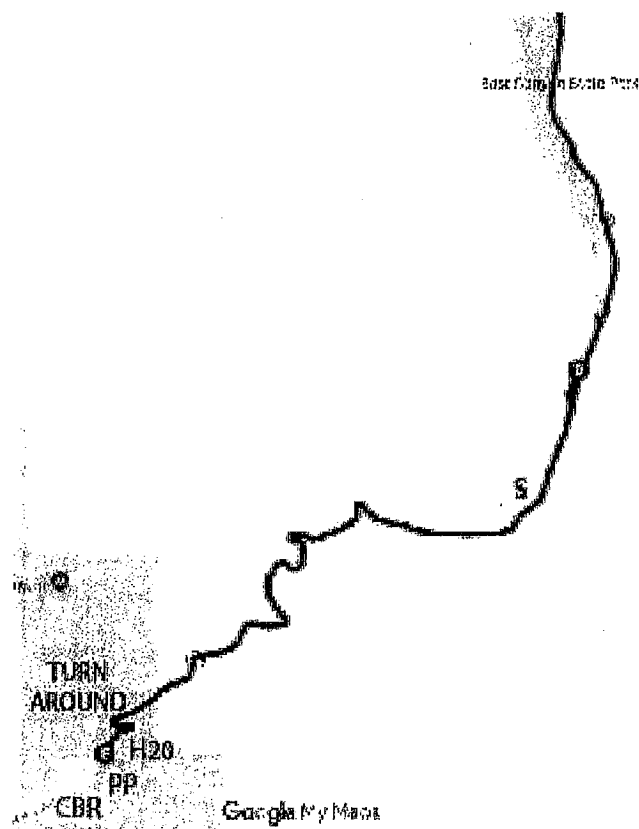
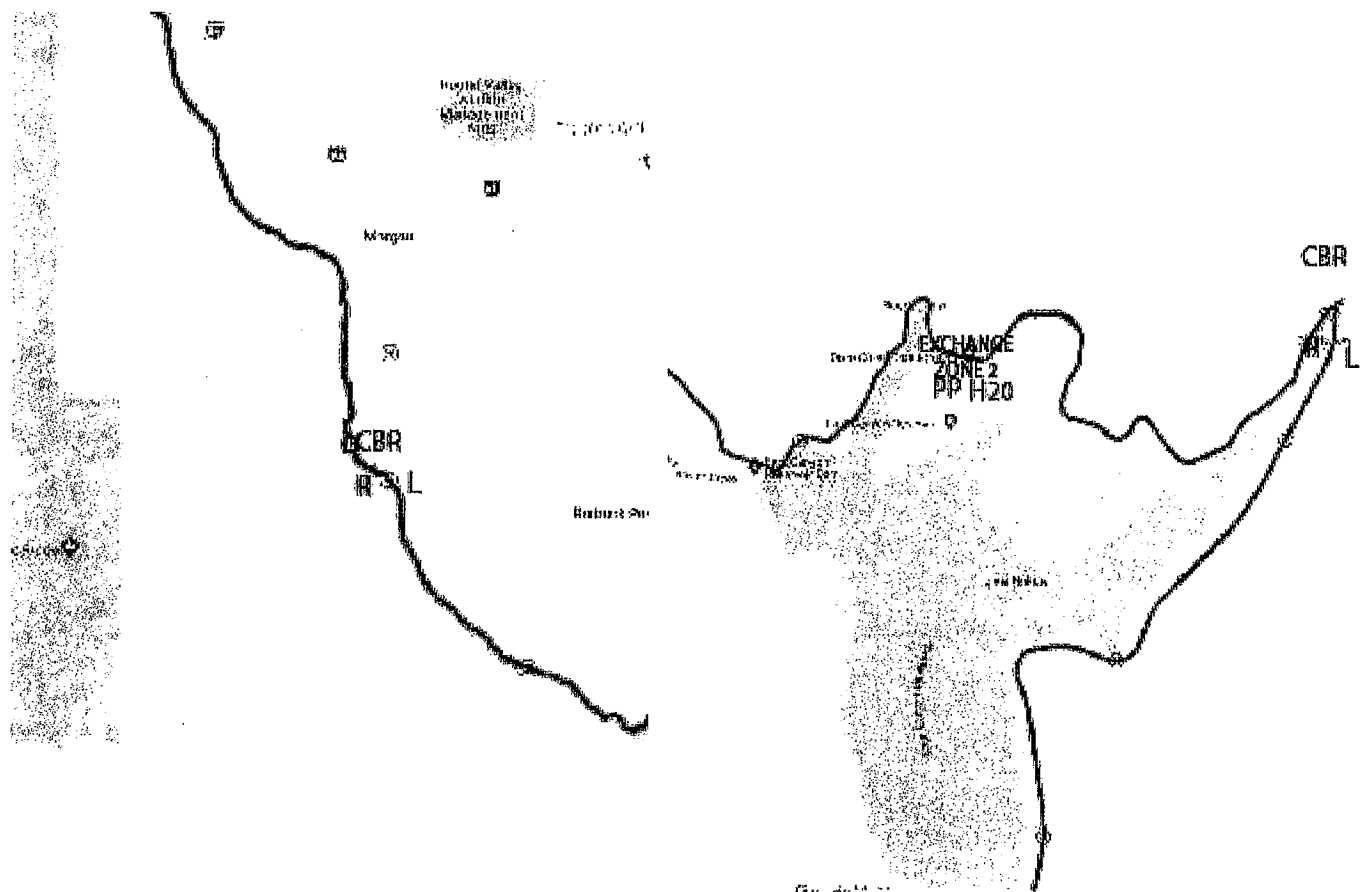
R-Right turns sign (pink-going out, black-coming in)

CBR-Caution Bike Race

2019 IRON LUNG RIDE









APPLICATION FOR BUSINESS LICENSE
HUNTSVILLE TOWN
PO BOX 267, Huntsville, UT 84317

Submitted: 5-12-21

Owner Name: Jay Tyler

Owner Address: [REDACTED] City: [REDACTED] State: [REDACTED] Zip: [REDACTED]

Telephone: [REDACTED] Fax: [REDACTED] Email: [REDACTED]

Business Name: First Class Catering DBA: The Lovin' Cup

Business Address: 1425 W. 2675 N. City: Ogden State: UT Zip: 84404

Mailing Address: 1721 20th City: Ogden State: UT Zip: 84401

Business Phone Number: 801 589 3940

Manager Name: Jay Tyler Contact Phone: 801 589 3940

**If Business is Commercial or Manufacturing/Warehousing, please list square footage: _____

State Sales Tax I.D. # 82-0785276 State License # 10297595-0160

Number of Employees: 4-6 If Daycare or Preschool, # of own children: _____;

Number of other children: _____

Describe your type of business in detail:

Restaurants serving Breakfast and lunch. Self Service,
Mix of health and comfort food. Clam Chowder's

Businesses that require Health Department inspection and permit: Any business that is selling food, Day Care, Nursing and Assisted Living.

Health Department Permit # _____ or check if not applicable _____

HOME OCCUPATION BUSINESS LICENSE FEE - \$36.00

COMMERCIAL BUSINESS LICENSE FEE

Restaurant / Saloon - \$100.00

Peddlers / Solicitors - \$25.00 per person

All others - \$75.00

*Fixing of Fees for all other Occupations not specified above will be determined by the type of business.

BEER & LIQUOR LICENSE FEE

Class A \$250.00

Entitles the licensee to sell beer on the premises licensed in original containers for consumption Off-the-Premises.

Class B \$250.00

Entitles the licensee to sell beer On-the-Premises in the original containers for consumption on-the-premises and to all the privileges granted to holder of Class A License.

Class C \$250.00

Entitles the licensee to sell beer on draft for consumption on or off-the-premises and to all the privileges granted to holder of Class A and Class B License. (Draft Beer)

=====
Amount Paid: _____ Date Paid: _____ Receipt Number: _____
City Council Date: _____ Approved: _____ Disapproved: _____
License Number _____ Date Issued: _____



1199 W 850 N
Centerville, UT 84014
www.neptunetg.com
Meter Company:



No. of Pages: 1

Date: 03/12/21

Prices Valid Until:

PRICE QUOTATION

Customer

Company: Huntsville
Address: _____
Attn: Ramona
Phone: _____
Email: _____

Project

Job/City: Software & Hosting - Huntsville
Bid Number: N/A
Bid Date: N/A

Quantity	Product Description	Unit Price	Total
	Neptune 360 Software & Hosting 1st Year		
1	Neptune 360 (One-Time) Set Up Fee Neptune waived this for you! Normally costs \$3,000.	N/C	
1	On-site Training Fee (One Time) (Normally cost \$1,500) Also waived	N/C	
1	Neptune 360 Essentials <u>Annual Subscription 1st year w/discount</u> Regular Cost is: \$2500 Annually Neptune is offering 30% off the first year and 15% off the second year. 3rd year will be regular price.	\$ 1,750.00	\$ 1,750.00
	2nd Year Neptune 360 Software and Hosting		
1	Neptune 360 Essentials <u>Annual Subscription 2nd year w/discount</u>	\$ 2,125.00	
	3rd Year Neptune 360 Software and Hosting		
1	Neptune 360 Essentials <u>Annual Subscription- Regular Price- 3rd Year</u> (Meters we are reading with the AMI Collectors)	\$ 2,500.00	
	Neptune Reading Equipment		
1	Neptune MRX 920 Mobile Reader w/ Bluetooth with \$1,750 discount Neptune will credit the first year of software costs to go toward new reading equipment. Discount will be \$1,750. MRX 920 Normal cost is \$7,000	\$ 5,250.00	\$ 5,250.00
1	** Huntsville will need to supply a tablet for reading with the new MRX Samsung or Apple Tablet will work. <i>\$400-\$600</i>		
TOTAL			\$ 7,000.00

Notes

If you have any questions, please give me a call.

FOB Huntsville
TERMS NET 30
DELIVERY _____

METERWORKS

Name Ken Sheffield
Title Sales Representative
Address 1199 West 850 North
Centerville, UT 84014
Phone (801) 309-6612
Email ken.sheffield@meterworks.net

WE APPRECIATE THE OPPORTUNITY
TO PROVIDE PRICING ON THE
PRODUCTS LISTED AND LOOK
FORWARD TO SERVING YOU

**HUNTSVILLE TOWN
ORDINANCE 2021-5-27**

**AN ORDINANCE OF HUNTSVILLE TOWN, UTAH, AMENDING TITLE 4 LAND USE
PERMITS.**

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**, the Town lacks the ability to issue Land Use Permits without the convening and approval of the Planning Commission, leading to unnecessary and burdensome delay for residents endeavoring to perform simple or uncomplicated projects;
- D. **WHEREAS**, the proposed change to the ordinance would allow the delegation of conditional authority to issue Land Use Permits by the Planning Commission to the Town’s Land Use Coordinator;
- E. **WHEREAS**, after publication of the required notice, the Planning Commission held its public hearing on May 27, 2021 to take public comment on the proposed ordinance, after which the Planning Commission gave its recommendation to ADOPT THIS Ordinance on May 27, 2021.
- F. **WHEREAS**, the Town Council received the recommendation from the Planning Commission and held its public meeting on May 27, 2021 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:

4 LAND USE PERMITS

4.1 Purpose

Building/Land Use permits are essential for the management of building construction and land use in Huntsville Town, provide an effective vehicle for complying with State laws and adopted building standards, and are necessary to effectively administrate building and construction procedures and to cover the costs of the administration thereof.

4.2 Land Use and Building Permits Required

4.2.1 Land Use Permits

- A. Except as provided for under 4.2.2.1, Any owner desiring to change (i.e. build a new residence) or add a use of the land shall not proceed until a Land Use Permit has been issued by the Huntsville Town Planning Commission or the Land Use Coordinator if approved under 4.2.1.B.
- B. The Planning Commission may, by majority vote, delegate conditional authority to the Town's Land Use Coordinator for issuance of Land Use Permits. The delegated authority to issue Land Use Permits by the Land Use Coordinator may be further restricted, conditioned, or entirely withdrawn by majority vote of the Planning Commission or Town Council.
- C. Any permanent structure being placed on land shall adhere to all land use regulations established for the zone in which that land resides. If the Huntsville Town Planning Commission deems it necessary, due to extenuating circumstances, they will submit the permit application to the Huntsville Town Council for their review and approval.

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 remainder shall continue in full force and effect.

Section 4: Effective date. This Ordinance shall be effective immediately upon posting or publication after final passage.

VOTES:	AYES	NAYS	EXCUSED	RECUSED
Mayor Truett				
CM Max Ferre'				
CM Blake Bingham				
CM Wendy McKay				
CM Richard Sorenson				

PASSED AND ADOPTED by the Town Council on this 3rd day of June, 2021.

JIM TRUETT, Mayor

ATTEST:

BECKKI ENDICOTT, Recorder

RECORDED 3rd day of June, 2021

RESOLUTION 2021-6-3-B

A RESOLUTION OF HUNTSVILLE TOWN, UTAH, TO ENTER INTO AN AGREEMENT WITH SUNRISE ENGINEERING FOR LAND USE AND ENGINEERING WORK IN HUNTSVILLE TOWN

WHEREAS, Huntsville Town (hereafter “Town”) is a municipal corporation duly organized and existing under the laws of the State of Utah;

WHEREAS, the Town Council is the municipal legislative body;

WHEREAS, the Town is in need of a Engineer to oversee land use issues in conjunction with the Planning Commission.

WHEREAS, the Mayor has entered an Agreement with Sunrise Engineering, for the position of Town Engineer and the Town Council desires to ratify that Agreement;

NOW, THEREFORE, BE IT RESOLVED by the Huntsville Town Council as follows;

Section 1. Ratification. That the Agreement between Huntsville Town and Sunrise Engineering attached hereto as Exhibit “A” and incorporated herein by this reference is hereby ratified by the Town Council and shall continue in full force and effect according to the terms of the Agreement.

Section 2. Effective Date. This Resolution is effective immediately upon adoption by the Town Council.

PASSED and ADOPTED on this 3rd day of June, 2021.

James A. Truett, Mayor

ATTEST:

Beckki Endicott, Recorder

VOTES: APPROVED	
AYES:	Mayor Jim Truett Council Member Richard Sorensen Council Member Max Ferre' Council Member Wendy McKay Council Member Blake Bingham
NAYS:	
EXCUSED:	

WORK RELEASE NO. 2021-1 COVER SHEET

GENERAL ENGINEERING ON-CALL SERVICES

HUNTSVILLE TOWN
7309 ESAT 200 SOUTH
PO BOX 267
HUNTSVILLE, UT 84317

EXECUTION AND EFFECTIVE DATE

This Work Release No. 2021-1 has been executed by the duly authorized representatives of the parties and shall be effective as of the date of execution by CLIENT.

ENGINEER

SUNRISE ENGINEERING, INC.

By: _____

Name: _____

Title: _____

Date: _____

CLIENT

HUNTSVILLE TOWN

By: _____

Name: _____

Title: _____

Date: _____

ATTEST

By: _____

Name: _____

Date: _____

WORK RELEASE NO. 2021-1

This Work Release is entered into by and between HUNTSVILLE TOWN (CLIENT) and SUNRISE ENGINEERING, INC. (ENGINEER).

RECITAL

Pursuant to Article 1 of the Agreement for Engineering and Technical Services, dated 19 of April 2021, hereinafter referred to as the "Contract", CLIENT and ENGINEER desire to identify certain work and service to be performed by ENGINEER pursuant to the Contract.

Through public procurement procedures, CLIENT has selected ENGINEER to perform various professional engineering services. In accordance with CLIENT'S procurement policies, CLIENT may utilize the services of ENGINEER for various future projects without additional procurement procedures. It is understood by ENGINEER that CLIENT is not obligated to solely use ENGINEER for engineering services and may choose to contract with alternate service providers according to the CLIENT'S needs and preferences.

ARTICLES

ARTICLE 1. SCOPE OF WORK

The ENGINEER will provide miscellaneous engineering services as hereinafter described, as requested by the CLIENT, and which are necessary and associated with the requests of the CLIENT, within generally accepted industry standards. These services may include:

1. Provide development engineering, staff reports, studies, designs, calculations, analyses, evaluations, estimates, etc., as requested by the CLIENT.
2. Review plans, specifications, studies, calculations, etc. for compliance with applicable ordinances, standards, codes, studies, master plans, laws, etc., as requested by the CLIENT.
3. Provide miscellaneous construction administration services as requested by the CLIENT.
4. Provide miscellaneous materials testing, survey, staking, etc. services as requested by the CLIENT.
5. Provide miscellaneous construction observation services as requested by the CLIENT.
6. Provide miscellaneous drafting, planning, mapping, etc. services as requested by the CLIENT.
7. Provide miscellaneous funding research and funding application work as requested by the CLIENT.
8. Act in consulting and/or advisory roles to the CLIENT on subjects which fall within the ENGINEER's area of competence and as requested by the CLIENT.
9. Attend town council, planning and zoning, and other meetings as requested by the CLIENT.
10. Provide GIS services as requested by the CLIENT.
11. Provide public information services and facilitate public participation initiatives as requested by CLIENT.
12. Provide land use planning, housing planning, environmental planning, policy writing, etc. services as requested by the CLIENT.
13. Provide other miscellaneous services as requested by the CLIENT.

It is generally intended that large budget items or projects may be completed by the ENGINEER for the CLIENT under separate work releases.

ARTICLE 2. COMPENSATION

CLIENT agrees to compensate ENGINEER for services detailed in this Work Release on a Time and Materials basis at the rates and fees shown in the attached Exhibit A.

These payments shall be considered complete compensation for all engineering services outlined in this agreement.

As a matter of practice, the ENGINEER and CLIENT will communicate on expected fees prior to ENGINEER's performing any work, and the ENGINEER will not commence work until approved to do so by the CLIENT.

ARTICLE 3. INVOICING

Instructions and invoices submitted pursuant to this Work Release shall be sent to:

HUNTSVILLE TOWN
7309 ESAT 200 SOUTH
PO BOX 267
HUNTSVILLE, UT 84317

Invoices shall be submitted monthly based on the prior month's effort and are due and payable within (30) thirty days.

SUNRISE ENGINEERING

FEE SCHEDULE EXHIBIT A

WORK CODE	WORK CLASSIFICATION	HOURLY RATE	WORK CODE	WORK CLASSIFICATION	HOURLY RATE
101	Engineer Intern (E.I.T.) I	\$99	451	Training Specialist I	\$130
102	Engineer Intern (E.I.T.) II	\$108	456	Training Manager	\$156
103	Engineer III	\$139	460	Training Director	\$180
104	Engineer IV	\$163	500	Funding Specialist	\$129
105	Engineer V	\$183	510	Plan Reviewer	\$115
110	Principal Engineer	\$199	511	Building Inspector I	\$68
121	Electrical Engineer Intern (E.I.T.) I	\$117	512	Building Inspector II	\$91
122	Electrical Engineer Intern (E.I.T.) II	\$132	513	Building Inspector III	\$113
123	Electrical Engineer III	\$149	525	Building Official	\$132
124	Electrical Engineer IV	\$170	601	GIS Tech	\$71
125	Electrical Engineer V	\$195	602	GIS Tech II	\$82
126	Principal Electrical Engineer	\$208	611	GIS Specialist I	\$103
301	Engineering Tech I	\$79	613	GIS Analyst	\$118
302	Engineering Tech II	\$95	614	GIS Programmer	\$103
303	Engineering Tech III	\$109	615	GIS Team Leader	\$134
304	Engineering Tech IV	\$135	51	Administrative I	\$45
311	Electrical Tech I	\$91	52	Administrative II	\$59
312	Electrical Tech II	\$103	53	Administrative III	\$74
313	Electrical Tech III	\$122	96	Public Information Manager	\$118
314	Electrical Tech IV	\$134	705	Planner V	\$140
315	Electrical Tech V	\$147	712	Project Manager II	\$178
351	Construction Observer I	\$69	723	Water Rights Specialist III	\$129
352	Construction Observer II	\$85	921	Survey Tech	\$80
353	Construction Observer III	\$99	930	Survey CAD Tech	\$125
354	Construction Observer IV	\$115	935	One Man Survey Crew	\$150
401	CAD Drafter I	\$69	940	Survey Manager	\$160
402	CAD Drafter II	\$79	945	Registered Surveyor	\$170
403	CAD Drafter/Designer III	\$99	950	Principal Surveyor	\$185
404	CAD Drafter/Designer IV	\$110			

REIMBURSABLE EXPENSE SCHEDULE

Expense	Rate	Mark-Up
Mileage	\$0.59 per mile	N/A
Field Vehicle (on site)	\$50 per day	N/A
Per Diem Meals	\$57 per day	N/A
Troxler Nuclear Density Gauge	\$40 per day	N/A
High Density Scanner	\$150 per hour	N/A
Material Testing Lab Work	Actual Cost	15%
Outside Consultants, Aerial Photography, etc.	Actual Cost	15%
Lodging	Actual Cost	10%
Other Expenses incurred	Actual Cost	10%

Fees automatically change after the beginning of the year and are subject to change on other occasions.

Base 01-2021

RESOLUTION NO. 2021-6-3

**A RESOLUTION ESTABLISHING HUNTSVILLE TOWN CEMETERY
DISINTERMENT FEES FOR URNS**

WHEREAS: Huntsville Town (hereafter "Town") is a municipal corporation, duly organized and existing under the laws of the State of Utah;

WHEREAS: The Huntsville Town council is the municipal legislative body;

WHEREAS: Huntsville Town desires to keep the cemetery self sustaining financially and to increase the Perpetual Care Fund, to accomplish this in part, so that the cemetery will not become a burden to the taxpayers of this town.

NOW THEREFORE: Be it resolved that the fee for disinterment for a full-size plot or grave is \$2000 and the fee for disinterment for an urn is \$600.

This Resolution was passed and adopted by the Huntsville Town Council, State of Utah, this 3rd day of June, 2021.

To become effective as of June 3, 2021.

James A. Truett

ATTEST:

Beckki Endicott, Recorder

RESOLUTION 2021-6-3-C

A RESOLUTION OF HUNTSVILLE TOWN, UTAH, ACCEPTING A PETITION FOR ANNEXATION OF CERTAIN REAL PROPERTY UNDER THE PROVISIONS OF SECTIONS 10-2-405, UTAH CODE ANNOTATED, 1953 AS AMENDED.

WHEREAS, Huntsville Town (hereafter referred to as “Town”) is a municipal corporation, duly organized and existing under the laws of the State of Utah; and

WHEREAS, Chapter 2 of Title 10 of the *Utah Code Annotated* provides the process of annexation of unincorporated area into a municipality by a petition for the same; and

WHEREAS, the Town received a petition from CW Lands on May 6, 2021, requesting annexation of certain real property located in an unincorporated area contiguous to the present boundaries of the City be annexed into the City; and

WHEREAS, said petition contains the signature of owners of private real property that is: 1) located within the Town’s area proposed for annexation; 2) covers a majority of the private land areas within the area proposed for annexation; and 3) is equal in value to at least one-third (1/3) of the value of all the private real property within the area proposed for annexation; and

WHEREAS, the petition was accompanied by an accurate map, prepared by a licensed surveyor, of the area proposed for annexation; and

WHEREAS, said petition appears to comply with all applicable requirements of Title 10, Chapter 2, Part 4, of the *Utah Code Annotated*, 1953, as amended,

NOW, THEREFORE, BE IT RESOLVED by the Town Council of Huntsville Town, Weber County, State of Utah, as follows:

Section 1. Petition Acceptance. In accordance with *Utah Code Annotated* §10-2-405(1)(a)(i)(A)(II), 1953 as amended, the Petition to Annex, as provided in the attached Exhibit “A” incorporated herein by this reference, is hereby accepted for further consideration as provided in Title 10, Chapter 2, Part 4, of the *Utah Code Annotated*, 1953, as amended.

Section 2. Determination for Certification. The petition incorporated herein is hereby referred to the Town Clerk for determination of whether the petition meets the requirements for certification in accordance with *Utah Code Annotated* §10-2-405(2), 1953 as amended.

Section 3. Effective Date. This Resolution shall be effective immediately upon adoption.

PASSED AND APPROVED by the Huntsville Town Council this 3rd day of June, 2021.

JAMES TRUETT, Mayor

ATTEST:

BECKKI ENDICOTT, Clerk

Huntsville Town

Annexation Petition

Applicant Name: CW Land

Applicant Mailing Address: 1222 Legacy Crossing Blvd #6, Centerville, UT, 84014

Email: todd@cw.land

Phone: (801) 520-4072

Brief Description of Proposed Annexation: _____

The proposed annexation is 7 parcels, totaling 73.23 acres, located on the east side of HWY 39
between 100 and 500 South. This will be a high-end development with twenty-one, 3 ac. SF lots,
gated entrances and themed landscaping throughout.

Parcel Owner's Permission for Annexation Petition

The undersigned authorize this petition for Annexation into Huntsville Town:

Parcel Number(s): 240190001; 240190011; 240190023; 240190012; 24190013; 210260041; 210260040

Parcel(s) Owner Name: The Middle Field LC

Parcel(s) Owner Mailing Address: 2848 E 1975 N, Layton, UT, 84040

Email: vietnamdsu@gmail.com Phone: 8016733808

Parcel Owner Signature: Chris Wangsgard Date: 3/3/2021

Title (Authorized Agent): managing partner

The undersigned authorize this petition for Annexation into Huntsville Town:

Parcel Number(s): _____

Parcel(s) Owner Name: _____

Parcel(s) Owner Mailing Address: _____

Email: _____ Phone: _____

Parcel Owner Signature: _____ Date: _____

Title (Authorized Agent): _____

(For Additional Parcel Owners Use Attached Sheet)

For Town Use:

Date of Petition: May 6, 2021

Beckki Endicott

Beckki Endicott, Town Clerk



Fees Paid: \$500.00

Huntsville Town Planning Commission

- | | |
|--|---|
| <input type="checkbox"/> Recommended for Approval | <input type="checkbox"/> Recommended for Conditional Approval |
| <input type="checkbox"/> Recommended for Rejection | <input type="checkbox"/> Deferred |

Chair Signature: _____ Date: _____

Notes/Conditions: _____

Huntsville Town Council – Vote to draw up Memorandum of Understanding

- | | |
|-----------------------------------|---|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Conditional Approval |
| <input type="checkbox"/> Rejected | <input type="checkbox"/> Deferred |

Mayor Signature: _____ Date: _____

Notes/Conditions: _____

ATTEST:

Beckki Endicott, Town Recorder Date: _____

Huntsville Town Council – Vote on Memorandum of Understanding

- | | |
|-----------------------------------|---|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Conditional Approval |
| <input type="checkbox"/> Rejected | <input type="checkbox"/> Deferred |

Mayor Signature: _____ Date: _____

Notes/Conditions: _____

Date of the public hearing set by the Huntsville Town Council: _____

ATTEST:

Beckki Endicott, Town Recorder Date: _____

ADDITIONAL PARCEL OWNERS**Parcel Owner's Permission for Petition to Annex into Huntsville Town***The undersigned authorize this petition for annexation into Huntsville Town:*

Parcel Number(s): _____

Parcel(s) Owner Name: _____

Parcel(s) Owner Mailing Address: _____

Email: _____ wangsgardz@yahoo.com _____ Phone: _____ 8018216201

Parcel Owner Signature: _____ DocuSigned by:
Richard Wangsgard _____ Date: _____ 2/26/2021
886C6FB7CF7B4E2... Wangsgard

Title (Authorized Agent): _____

The undersigned authorize this petition for annexation into Huntsville Town:

Parcel Number(s): _____

Parcel(s) Owner Name: _____

Parcel(s) Owner Mailing Address: _____

Email: _____ joycewbrown@yahoo.com _____ Phone: _____ 5037022430

Parcel Owner Signature: _____ DocuSigned by:
Joyce Brown _____ Date: _____ 2/27/2021
342850404F0F4D2...

Title (Authorized Agent): _____

The undersigned authorize this petition for annexation into Huntsville Town:

Parcel Number(s): _____

Parcel(s) Owner Name: _____

Parcel(s) Owner Mailing Address: _____

Email: _____ Phone: _____

Parcel Owner Signature: _____ Date: _____

Title (Authorized Agent): _____

The undersigned authorize this petition for annexation into Huntsville Town:

Parcel Number(s): _____

Parcel(s) Owner Name: _____

Parcel(s) Owner Mailing Address: _____

Email: _____ Phone: _____

Parcel Owner Signature: _____ Date: _____

Title (Authorized Agent): _____

**Huntsville Town Council – Vote to instruct Town Attorney to prepare an Annexation Agreement
following Public Hearing**

- ☐ Approved
- ☐ Vote to table the Annexation Petition

Mayor Signature: _____ Date: _____

Notes/Conditions: _____

ATTEST:

_____ Date: _____

Beckki Endicott, Town Recorder

Annexation Requirements (Huntsville Code 15.27.1):

- ☐ The proposed parcel must fall within the areas designated for future annexation in Huntsville Town General Plan.
- ☐ The area of land is compatible with the character of Huntsville Town.
- ☐ Areas considered for annexation must be contiguous to the Corporate Limits of Huntsville Town at the time of submission of an annexation request.
- ☐ Areas considered for annexation shall not be located within the corporate limits of another incorporated town or be part of a previously filed annexation petition that has not been either denied, accepted, or approved.
- ☐ When feasible, Huntsville Town will consider as appropriate petitions for annexation along boundaries of water improvements, special service districts, or other taxing entities.
- ☐ Annexation will eliminate existing, and not create, islands and peninsulas of unincorporated territory. When the determination of a peninsula is in question, the Weber County Surveyor will make the determination.
- ☐ Prevent overlapping functions of government.
- ☐ Promote efficient delivery of services.
- ☐ Encourage the equitable distribution of community resources and obligations.
- ☐ Give consideration to the tax consequences to property owners within the area to be annexed, as well as the property owners within Huntsville Town, in order to prevent double taxation and to ascertain that the annexation will not be a tax liability to the taxpayers within Huntsville Town. Further, giving consideration that the cost of additional infrastructure services shall not burden current residents of Huntsville Town.
- ☐ Huntsville Town does not favor the annexation of areas for which it does not have the capability nor the intention to provide municipal services.
- ☐ It is the policy of Huntsville Town to annex territory only if no enclave will be created thereby.
- ☐ To annex territory if Huntsville Town determines it is feasible to serve the area with utilities and other municipal services within a reasonable amount of time.

Submission Requirements & Process:

- ☐ Completed & Signed Application Form accompanied by legal descriptions and plat prepared describing the parcel proposed for annexation.
- ☐ Payment of Application Fee to Huntsville Town
- ☐ Legal descriptions of each parcel involved in the proposed annexation.
- ☐ Copies of deeds reflecting the proposed property boundaries (not yet recorded)
- ☐ One 11x17 (or larger) drawing to scale of the existing plat showing all structures, fence lines, easements, driveways, and streets. Plats must include a measurement scale.

- ☐ Annexation Petitions (including all required documents) must be reviewed by the Huntsville Planning Commission and approved by the Huntsville Town Council.
- ☐ Once Planning Commission recommendations are considered by the Huntsville Town Council, the Huntsville Town Council shall determine what questions and problems are presented by each petition for annexation and shall invite the petitioners to consult concerning the equitable solution thereof. The zoning of areas considered for annexation shall be governed and controlled at all times by the Land Use Title. At this point, the Huntsville Town Council shall take the opportunity to make a motion to continue the process or to deny continuation of the process.
- ☐ If the Huntsville Town Council votes to continue the process of reviewing the Annexation Petition, the Council and the Petitioners shall endeavor, in good faith, to enter into a written Memorandum of Understanding identifying the issues, questions and problems presented by the annexation and the proposed solutions to those issues. The memorandum of Understanding shall cover all points necessary to be considered in order to secure compliance with the annexation policy as set forth. The MOU shall not be considered a binding contract between the Parties but shall be deemed an attempt by the Parties to identify the issues that need to be resolved prior to annexation and to provide a framework for the Parties to move forward in their attempt to resolve the issues identified during the annexation process.

Notice Checklist:

- ☐ The Huntsville Town Clerk shall, within thirty (30) days, certify that the Annexation Petition/Plat meets requirements and send the required Notices of Certification, including a written notice to the Huntsville Town Council. If denied, the Huntsville Town Clerk shall send the required notices
- ☐ The Huntsville Town Council, within ten (10) days after receipt of the Recorder's Notice of Certification, shall publish a Notice of the Proposed Annexation at least once a week for three (3) consecutive weeks. Within twenty (20) days after the receipt of the recorder's notice of certification, the Huntsville Town Council must mail written Notice of the Proposed Annexation to each affected County within thirty (30) days after the date of the Huntsville Town Council's receipt of the certification notice. If a Written Protest is filed, it will be handled by the Weber County Boundary Commission. Upon receipt of the Weber County Boundary Commission's decision, the Huntsville Town Council may deny or approve the proposed annexation subject to the Boundary Commission's decision.
- ☐ If no written protest is filed during the designated protest period, the Huntsville Town Council may set a public hearing, after a minimum seven (7) day notice, and consider an Ordinance to Grant the Proposed Annexation. After public comments are received, the Council may elect to table the Annexation Petition for further study or may vote to instruct the Town Attorney to prepare an Annexation Agreement between the Parties.
- ☐ An Annexation Agreement is prepared. The Annexation Agreement will specifically state that the Rights and Obligations of the Parties is contingent upon the Town Council passing an Ordinance to Grant the Proposed Annexation.
- ☐ After the Parties have completed an Annexation Agreement mutually agreeable to the Town and the Applicants, the Huntsville Town Council, at the Huntsville Town Council's next regularly scheduled meeting, shall consider an Ordinance to Grant the Proposed Annexation. A majority of four (4) of the five (5) members of the Huntsville Town Council will be required to pass an ordinance granting the proposed Annexation. If the Council approves the ordinance granting the Annexation, a copy of the duly certified Annexation Plat shall at once be filed in the office of the Weber County Recorder together with a certified copy of the Ordinance to Grant the Proposed Annexation. Copies of the Ordinance to Grant the Proposed Annexation shall likewise be filed with Huntsville Town Clerk and Weber County Recorder.

PROPERTY OWNER AFFIDAVIT
(The Middle Field LC)

We, the undersigned authorized representatives of The Middle Field LC, the fee title owner of the real property identified in the attached application (the "Property") hereby appoint CW Urban, LLC, or its designated representatives, as agent to represent The Middle Field LC, regarding the attached application and to appear on our behalf before any administrative or legislative body in the Town of Huntsville considering this application and to act in all respects as our agent in matters pertaining to the attached application.

This Property Owner Affidavit may be executed in one (1) or more counterparts via PDF scans, original signatures, DocuSign, or other available methods which may be exchanged traditionally or electronically and which, when taken together, shall constitute an original agreement.

WHEREAS, the undersigned have executed this Property Owner Affidavit as of the dates set forth below.

THE MIDDLE FIELD LC,
a Utah limited liability company

DocuSigned by:
By: Richard Wangsgard
885C8F870F7341E1
Name: Richard Wangsgard
Date: 4/15/2021

DocuSigned by:
By: Joyce Brown
3428504040E0E4D2
Name: Joyce Brown
Date: 4/15/2021

DocuSigned by:
By: Chris Wangsgard
3ECBDAA70E92471
Name: Chris Wangsgard
Date: 4/15/2021

HUNTSVILLE MIDDLE FIELD ANNEXATION



THE OF 20

ATTENTI:

MAYOR _____ CITY RECORDER _____

COUNTY SURVEYOR APPROVAL

I CERTIFY THAT I HAVE EXAMINED THIS FINAL LOCAL
IDENTITY PLAN AND THIS PLAN IS TECHNICALLY CORRECT
AND MEETS REQUIREMENTS OF STATE STATUTE

SURVEYOR

NARRATIVE

THE PURPOSE OF THIS MAP IS TO PROVIDE AN ACCURATE GRAPHIC ILLUSTRATION OF THE CHANGE TO THE REFERENCED CITY BOUNDARY.

THE BASIS OF BEARING FOR THIS SURVEY IS T

THIS PLAT WAS PREPARED FROM RECORD INFORMATION ONLY. MEASUREMENTS WERE NOT VERIFIED IN THE FIELD.

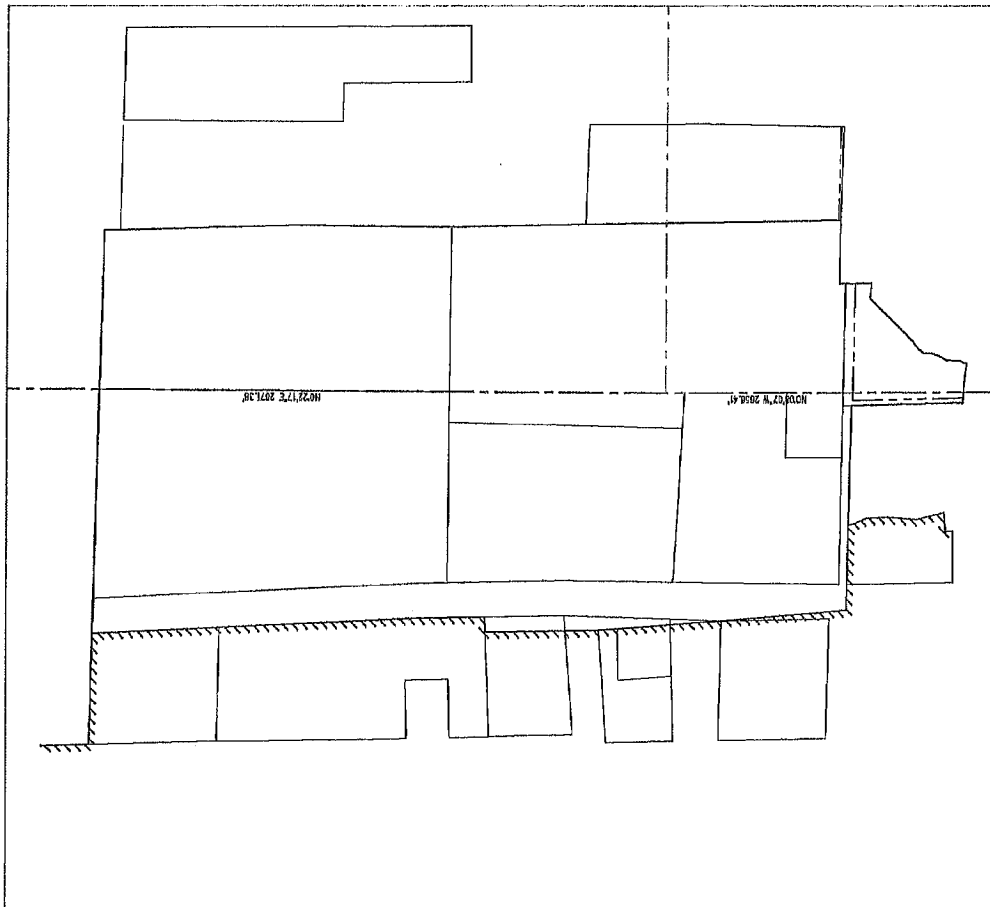
1. 0

SURVEYOR'S CERTIFICATE

4. DALE J. ROBINSON, DO HEREBY CERTIFY THAT I AM A PROFESSIONAL LAND SURVEYOR, AND THAT I HOLD LICENSE NUMBER 189369 AS PRESCRIBED UNDER THE LAWS OF THE STATE OF UTAH, AND THAT A SURVEY OF THE PROPERTY DESCRIBED HEREON WAS PERFORMED BY ME OR UNDER MY DIRECTION, AND THAT THIS PLAT CORRECTLY DEPICTS THE FINDINGS OF THAT SURVEY.

LEGAL DESCRIPTION

COMMENCING AT—



LINE LEGEND

SUBJECT BOUNDARY LINE
 OTHER PROPERTY LINE
 EASEMENT LINE
 SECTION LINE
 SUB-SECTION LINE
 RIGHT OF WAY LINE
 SURVEY TIE LINE
 CITY BOUNDARY

A

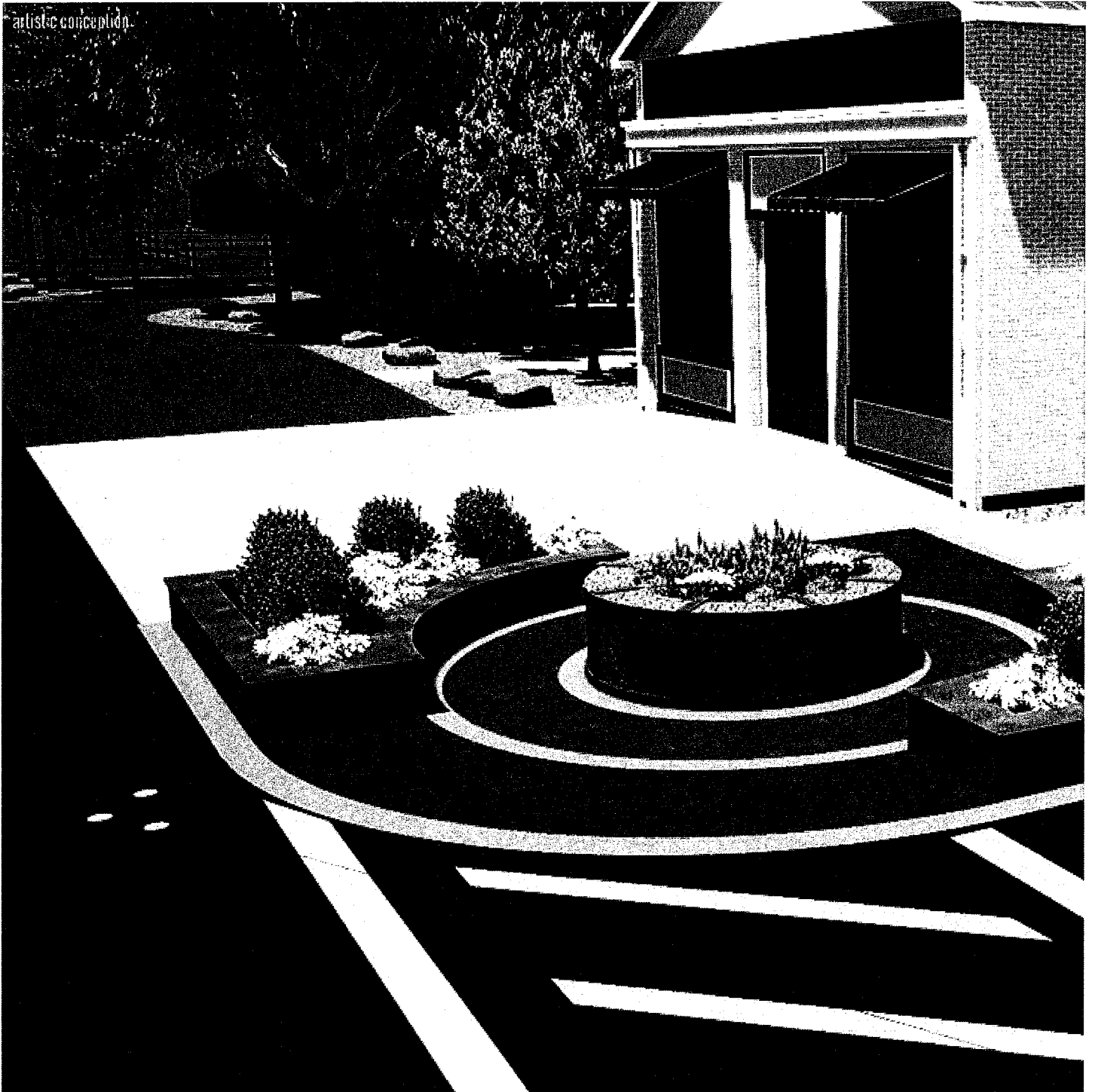
TC Meeting 6-3-21
Attachment #9

[illegible]

Beckki Endicott

From: Richard Sorensen
Sent: Thursday, June 3, 2021 7:05 PM
To: Beckki Endicott
Subject: 7400 e 200 s intersection

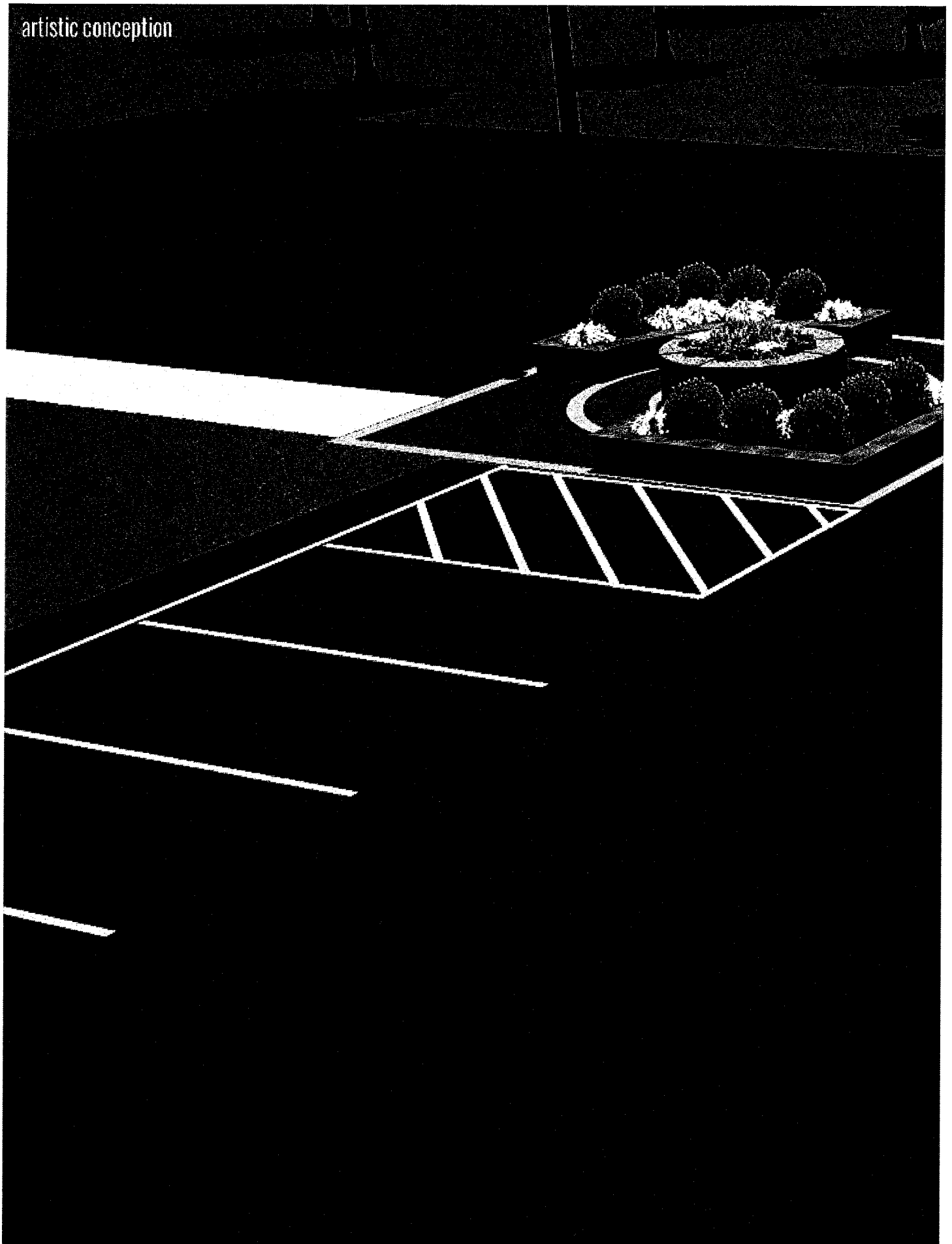




artistic conception



artistic conception





Regards,
Richard Sorensen
Huntsville Town Council
HuntsvilleTown.com

Sent from my iPad