

**Minutes of the North Logan City  
City Council  
Held on February 15, 2017  
At the North Logan City Library, North Logan, Utah**

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*Damon Cann made a motion to appoint Nancy Potter as Mayor Pro Tem. John Bailey seconded the motion. A vote was called and the motion passed unanimously with Nancy Potter, John Bailey, Roger Anderson, Damon Cann and Kristen Anderson voting in favor.*

The meeting was called to order by Mayor Pro Tem Nancy Potter at 6:30 p.m.

Council members present were: Nancy Potter, John Bailey, Roger Anderson, Damon Cann and Kristen Anderson. (Mayor Berentzen arrived later).

Others present were: Kevin Bouck, Neil Murray, Bracken Atkinson, Jon Keller, Dayton Crites, Matthew Wood, Zan Murray, Patience M. Fisher, James Johnson, Adam Winger, Jake Thompson, Curtis Jacobs, Dan Cox, Jonathan Badger, Brayden Jensen, Caleb Young, Tyler Shields, Brayden Badger, Holly Gunther, Kim Hawkes, Alan Luce, Cordell Batt, Lydia Embry, Joe Hawkes, Dan Cox, Jeff Jorgensen and Marie Wilhelm.

The Pledge of Allegiance was led by members of Boy Scout Troop 515.  
An invocation was given by Tyler Shields.

**Adoption of Agenda**

*Kristen Anderson made a motion to adopt the agenda as presented. Damon Cann seconded the motion. A vote was called and the motion passed unanimously with Nancy Potter, John Bailey, Roger Anderson, Damon Cann and Kristen Anderson voting in favor.*

**Approval and Follow-up of Minutes of November 9, 2016 City Council Meeting, Regular and Executive (Closed)**

*Both sets of minutes were approved as presented.*

**Review of Action Items**

Jeff Jorgensen reviewed the action items list with the council.

**New Business**

**Current Action Items**

**6:35 Public Hearing** to receive input on a proposed revision to the city's FY2017 municipal budget. Following the public hearing the council will consider a resolution revising that budget. Nancy Potter introduced the item and read aloud the rules for speaking at a public hearing.

Jeff Jorgensen briefly discussed the changes, which he said are highlighted in yellow in this draft.

*Nancy Potter opened the public hearing at 6:45 p.m.*

Lydia Embry asked several questions about the budget but gave no recommendations regarding it.

*As there were no further public comments, Nancy Potter closed the public hearing at 6:52 p.m.*

Damon Cann asked about the drop of the fund balance, and the increase in personnel, which Jeff addressed.

Jeff explained the changes in the budget in relation to the Planning Commission and the extra funds that have been spent on all of the extra public hearings that have had to be held, specifically for the public notices having to be placed in the Herald Journal.

*Damon Cann made a motion to adopt resolution 17-02 as presented with the addition of the Planning Commission change. Roger Anderson seconded the motion. A vote was called and the*

60 *motion passed unanimously with Kristen Anderson, Roger Anderson, Damon Cann, John Bailey*  
61 *and Nancy Potter voting in favor.*

62

63 **6:45 Public Hearing on the concept plan, development plan and plat for the Four Seasons**  
64 **Apartments expansion located at approximately 2000-2100 N. 200 E., North Logan. (Wasatch**  
65 **Properties)**

66 Cordell Batt explained the situation, and that it had been discussed previously by the City Council  
67 for the rezone. He further discussed the plan and the intentions of the developers, utilizing a  
68 projected map of the site to further explain.

69

70 *Nancy Potter read aloud the instructions for speaking at a public hearing and opened the hearing*  
71 *at 7:00 p.m.*

72

73 Lydia Embry discussed her comments and questions on this, copies of which she provided to the  
74 City Council.

75

76 Matthew Wood said one of the things that has been prevalent in the City Center area projects is  
77 the situation with people parking along the streets. He explained that there is a City ordinance  
78 prohibiting any vehicle being parked over 48 hours, but it is not being enforced, and further  
79 explained the various kinds of vehicles that have been parking along there. He said when these  
80 concept and development plans are being considered, he would appreciate it if the City would  
81 restrict parking on the street, as has been done on 2200 North, their street, which he said he is  
82 very grateful for. He said it is not conducive to a City Center to have vehicles strewn along the  
83 street, instead of inside the development where they should be. He said he would also  
84 appreciate any kind of enforcement of our current ordinances to keep our City Center how it was  
85 envisioned in the last five years, and all of the efforts that have been put into that.

86

87 *As there were no further public comments, Nancy Potter closed the public hearing at 7:04 p.m.*

88

89 There was some discussion about how to proceed. Jeff Jorgensen said his understanding was  
90 that there was going to be more discussion, particularly on the development agreement, before  
91 approval would take place.

92

The discussion continued.

93

Bracken Atkinson with Wasatch Development Group discussed the Planning Commission's  
94 recommendation as he understood it, which was to pass this with an adjustment to the roadways.

95

96 *Damon Cann made a motion to have staff prepare any recommendations for adjustment to the*  
97 *agreement, and bring the Planning Commission's recommendation in terms of adjustment to the*  
98 *Master Plan to the City Council's agenda for the meeting in March for consideration.*

99

100 Jeff recommended at least approving the concept plan so that we can move forward, and  
101 commented further.

102

Damon Cann said there is more discussion he wants to have on some of the improvements, and  
103 said he did not prepare for that because it was not on the agenda for consideration.

104

Jeff said he would like to recommend that when we do pass it at the next meeting, we pass both  
105 the concept plan as well as the development agreement, which Damon agreed with.

106

The discussion continued.

107

108 *Kristen Anderson seconded the motion. A vote was called and the motion passed unanimously*  
109 *with Nancy Potter, John Bailey, Roger Anderson, Damon Cann and Kristen Anderson voting in*  
110 *favor.*

111

112 **Update to the Council regarding progress on a public trail along the Logan and Northern Canal.**  
113 **(Dayton Crites, Cache County Trails)**

114

Dayton Crites, Cache County Trails Planner, discussed the latest status of the trails situation and  
115 the information he gave to the council; and also described an open house/meeting he is going to  
116 hold for public citizens. He explained a mailer that he is sending out for this.

117

Dayton addressed various questions from the council.

118 They discussed when to hold the open house, and agreed to April 12<sup>th</sup> from 7:00 p.m. to 9:00  
119 p.m. Roger Anderson also suggested putting this in the City's March newsletter.

120  
121 Consider approval of the Regional Transportation Plan.

122 Zan Murray from JUB Engineering presented the regional transportation plan, and addressed  
123 various questions from the council.

124 Nancy Potter asked about the cities on the map being better delineated, which Zan said he could  
125 do.

126 Jeff Jorgensen explained this further.

127  
128 *Damon Cann made a motion to express that the City Council accepts this, and to move forward*  
129 *with establishing a memorandum of understanding with the other communities to follow this plan,*  
130 *and incorporate this into the City's Roadway Master Plan. Roger Anderson seconded the motion.*  
131 *A vote was called and the motion passed unanimously with Nancy Potter, John Bailey, Roger*  
132 *Anderson, Damon Cann and Kristen Anderson voting in favor.*

133  
134 Consider approval of funding for a study to put several Crockett Avenue Irrigation company's  
135 canals in pipes and approve a letter of support for grant being applied for to cover some of the  
136 costs.

137 Zan Murray from JUB Engineering explained the study and the associated costs for performing it.  
138 He said the total cost of the study is \$250K and said they have divided that among different  
139 entities and stakeholders, of which he said they are asking North Logan City to be a part. He  
140 explained the benefits to our City for participating, including benefits to our municipal culinary  
141 system, which he further explained. He also explained benefits related to storm water and canal  
142 trails. He discussed the cost-sharing agreement, using a projected copy of it to further explain.  
143 He explained that the cost share amount for Hyde Park and North Logan City is the same, and is  
144 approximately \$32K, and detailed the agreement further.

145 Zan addressed various questions from the City Council.

146 Jeff discussed the storm water situation, and recommended taking the money for this out of the  
147 storm water budget as there are funds there to cover this, and explained further. He said he is  
148 very much in support of this as it will be very beneficial to the City.

149 Zan and Jeff continued to address questions from the council.

150  
151 *Damon Cann made a motion to provide the funding for this up to the \$32,200 requested in the*  
152 *materials presented to the City Council at this meeting; as well as to make a commitment to be*  
153 *the applicant on the community impact grant. John Bailey seconded the motion. A vote was*  
154 *called and the motion passed with John Bailey, Roger Anderson, Damon Cann and Kristen*  
155 *Anderson voting in favor, and Nancy Potter abstaining from voting as she explained that she has*  
156 *a conflict of interest.*

157  
158 Consider approval of a revised version of the Development Agreement for Brookhaven Senior  
159 Community Development. The revised agreement, for the most part, clarifies reimbursements for  
160 water and sewer lines.

161 Jeff Jorgensen introduced the item and explained the changes that needed to be made.

162 *Mayor Berentzen arrived at this time, 7:48 p.m.*

163 Jeff further explained and reviewed the changes. He said the main issue that was taken care of  
164 was in relation to impact fees and the inclusion of the comments by public works, which he further  
165 explained, in addition to other items.

166 Per Jeff's request, Mayor Berentzen explained his meeting with Curtis Jacobs and the changes  
167 they agreed to, including the funding for the sewer line to where it connects at 1800 North and  
168 then to the existing sewer line by Maple Springs.

169  
170 *Damon Cann made a motion to approve this corrected development agreement. John Bailey*  
171 *seconded the motion. A vote was called and the motion passed unanimously with Kristen*  
172 *Anderson, Roger Anderson, Damon Cann, John Bailey and Nancy Potter voting in favor.*

173  
174 Consider approval of a revised version of the Development Agreement for the Ashley Court  
175 Subdivision. The revised agreement modifies the developer's requirements regarding improving

176 the roadway outside the boundaries of the subdivision.  
177 Jeff Jorgensen explained the current situation and said this was approved by the City Council, but  
178 that some discussions have been held and some changes made, which he further explained. Jeff  
179 said the recommendation is that the developer [Dan Cox] would pay \$25K to North Logan City  
180 instead of doing the work in Hyde Park, and then those funds would be used to make  
181 improvements to Hyde Park's 50 East; so that we would be dealing with Hyde Park to make any  
182 needed improvements beyond the boundary of the subdivision.

183 Mayor Berentzen discussed the meeting that took place between North Logan City and Hyde  
184 Park. He said there may not be 100% agreement from the Hyde Park side, as there are still  
185 some issues. He explained that if North Logan City contributes a certain amount of money; and if  
186 Hyde Park chooses to use that for the road development, they can do so. However, he said that  
187 if they choose *not* to do that, then the North Logan City Council can use those funds to further the  
188 development as we try to get the connection to 2500 North done as soon as possible. He further  
189 explained potential road funds available for various roads.

190 Nancy Potter, who attended the meeting with Mayor Berentzen and Damon Cann, said it was a  
191 good, constructive meeting, and said she felt like they all left "on the same page" in terms of  
192 moving this along. Damon Cann concurred.

193 Jeff said he had given documentation to the council on cost figures for part of the road that  
194 developer, Dan Cox, put together.

195 Mayor Berentzen said he had not spoken to Dan Cox yet; and said if the City Council approves  
196 this, it is subject to Dan agreeing to this [revised agreement]. Damon asked Dan to comment.

197 Dan Cox asked for some clarification and discussed the details of the original agreement for the  
198 road, and the issues and difficulties he has had in trying to work this out with Hyde Park City; as  
199 well as the extensive costs he has had to incur, and is continuing to be asked to spend.

200 The council discussed this with him further. Dan said he appreciated the help from the City  
201 Council and that this can move forward.

202

203 *Damon Cann made a motion to approve the development agreement. Nancy Potter seconded*  
204 *the motion. A vote was called and the motion passed unanimously with Nancy Potter, John*  
205 *Bailey, Roger Anderson, Damon Cann and Kristen Anderson voting in favor.*

206

### 207 **City Council Work Session Items**

#### 208 Discuss the subdivision approval process and suggested improvements.

209 Jeff Jorgensen introduced the item and discussed the issues that can arise with the process, and  
210 the need to improve various items.

211 Alan Luce reviewed the potential changes and process with the council. Alan and Jeff addressed  
212 the council's questions and continued to discuss various issues with them at length.

213 The City Council expressed their general support of this, and also discussed some of the items  
214 they'd like to see included in the process.

215

#### 216 Budget Discussion. Department Presentation - City Administrator - Revenue Assumptions and 217 Budget Overview.

218 Jeff Jorgensen reviewed the section of the budget in relation to the General Fund revenues with  
219 the City Council. He addressed the council's various questions.

220 John Bailey asked if the budget presentations from the various departments could be more  
221 uniform, which Jeff addressed.

222 Mayor Berentzen recommended that for the future, the council focuses more on the "bigger  
223 picture" of the budget, and said it is not really the role of the council to look at all of the smaller  
224 details; that they *have* to entrust the administrative body of the City to do the best that they can  
225 with those dollars, and commented further.

226 The discussion continued.

227

#### 228 Reports from city officers, boards, and committees

229 Cordell Batt said they have found someone to serve as the alternate on the Planning  
230 Commission, Larry Hepworth; who he said served previously on the Planning Commission, and  
231 briefly gave some details about his background. Cordell said current Planning Commission  
232 alternate, Nelson Boren, will become a "regular" member.

233 Mayor Berentzen also commented on this and said he recommends these appointments.  
234

235 *Damon Cann made a motion to approve the Mayor's recommendation to move Nelson Boren*  
236 *from his position as alternate to a regular seat on the Planning Commission; and to appoint Larry*  
237 *Hepworth as the alternate to the Planning Commission. John Bailey seconded the motion. A*  
238 *vote was called and the motion passed unanimously with Nancy Potter, John Bailey, Roger*  
239 *Anderson, Damon Cann and Kristen Anderson voting in favor.*  
240

241 Cordell also discussed district planning; the discussions the Planning Commission has had with  
242 the district volunteers; and, the upcoming meetings to be held with them. He said the first district  
243 meeting will be the following week with the volunteers for the City Center District, and will be held  
244 the following week at the Towne Center Villas.  
245

246 Jeff Jorgensen introduced an item regarding the Friends of the Library. Jeff said the Friends  
247 purchased a trailer a few years prior that is now being used for storage. He mentioned the  
248 discussion that was held with the City Council a few months ago about potentially building a  
249 storage shed on the library site, which he said was not received favorably. He explained that the  
250 Friends group has their own money and can essentially do what they need, as long as it benefits  
251 the library, and explained further. He asked Joe Hawkes, from the Friends of the Library, to  
252 discuss the situation and their request.

253 Joe Hawkes said part of the fundraising for the library has been through book sales; and said the  
254 sales are held at Walmart, and that they typically receive around \$1,000 in book sales. He  
255 discussed their previous process of having to rent a storage unit to store the books, and then the  
256 arduous task of having to haul all of the books to the sale and setting everything up, and then  
257 having to clean it all up and move it again after. He said they ultimately purchased a trailer to do  
258 all of this, making the whole process a lot easier; and mentioned that Library Director, Adam  
259 Winger was glad to have the trailer to also be able to store some library items. He said currently,  
260 the trailer now stores primarily library materials, and not the books for the sale, so they are back  
261 to square one in having to do their original process, and explained further. He said the Friends of  
262 the Library can purchase the trailer, but he would like to have the trailer be under the insurance  
263 "umbrella" of the City, and explained further.

264 Mayor Berentzen asked Joe what library items have "pushed out" the books from the trailer,  
265 which Joe explained.

266 Joe addressed questions from the council. He said they do much better in sales when they are in  
267 a location that is accessible to the general public. He also discussed the benefit the trailer has  
268 been to the library for their various activities.

269 The discussion continued.

270 Per a question from council, it was reiterated that the Friends would pay for the trailer and  
271 reimburse the City for the costs of the insurance, because it is more cost-effective to be under the  
272 City's insurance plan.

273 Jeff asked if it would be better to purchase a stationary shed for the library and return the trailer to  
274 the Friends of the Library which was further discussed.

275 Joe explained that it turned out to be very convenient for the library to be able to use the trailer for  
276 various activities, including during the summer, and explained further.

277 The discussion continued.

278 Mayor Berentzen said he supported the Friends of the Library purchasing the size and kind of  
279 trailer that they need, and explained how they might be able to recoup the costs later.

280 John Bailey said he supports that as well, but wants to ensure that the second trailer doesn't also  
281 get absorbed for alternate uses, and commented further.

282  
283 *John Bailey made a motion to approve the Friends of the Library's request to allow the trailer they*  
284 *are going to purchase to be on the City's Insurance plan for the vehicle/trailer, for which they will*  
285 *then reimburse North Logan City. Damon Cann seconded the motion. A vote was called and the*  
286 *motion passed with John Bailey, Roger Anderson, Damon Cann and Kristen Anderson voting in*  
287 *favor, and Nancy Potter voting against.*  
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289 *Damon Cann left at this time, 9:13 p.m.*

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Kristen Anderson said she has already spoken to Alan about this, but said we need to keep an eye on all of the potholes this winter.

Kristen asked about the deer situation which Chief Kim Hawkes addressed.

John Bailey said this has been a tough winter and wanted to thank the City crews in all of the departments for the extraordinary efforts they have put forth.

Executive Session (closed) to discuss litigation.

*Nancy Potter made a motion to close the meeting and move into Executive Session for the purpose of discussing litigation. Kristen Anderson seconded the motion. A vote was called and the motion passed unanimously with Nancy Potter, John Bailey, Roger Anderson and Kristen Anderson voting in favor. This occurred at 9:19 p.m.*

Minutes for this portion of the meeting are written under separate cover.

*Kristen Anderson made a motion to open the meeting and move out of Executive Session and return to the regular City Council meeting. John Bailey seconded the motion. A vote was called and the motion passed unanimously with Nancy Potter, John Bailey, Roger Anderson and Kristen Anderson voting in favor. This occurred at 10:01 p.m.*

*Nancy Potter made a motion to adjourn the meeting. John Bailey seconded the motion. A vote was called and the motion passed unanimously with Nancy Potter, John Bailey, Roger Anderson and Kristen Anderson voting in favor.*

The meeting adjourned at: 10:01 p.m.

Approved by City Council: April 19, 2017

Transcribed by Marie Wilhelm

Recorded by \_\_\_\_\_  
Scott Bennett/City Recorder