

1 **Minutes of the North Logan City**  
 2 **City Council**  
 3 **Held on May 31, 2017**  
 4 **At the North Logan City Library, North Logan, Utah**  
 5  
 6

7 The meeting was called to order by Mayor Lloyd Berentzen at 6:30 p.m.

8  
 9 Council members present were: Kristen Anderson, Roger Anderson, Damon Cann, John Bailey  
 10 and Nancy Potter.

11  
 12 Others present were: Nathan Hult, Jason Killinen, Bruce Lee, Neil Murray, Matt Nielsen, Kyle  
 13 Livingston, Collin Butterfield, Devan Mills, Travis Robson, Brad Crookston, Robert Burt, Nelson  
 14 Boren, Bruce Lee, Casey Moriyama, Crystal Francks, Lydia Embry, Jordan Oldham, Scott  
 15 Bennett, Cordell Batt, Alan Luce, Jeff Jorgensen and Marie Wilhelm.

16  
 17 The Pledge of Allegiance was led by Nathan Hult.  
 18 An invocation was given by Jordan Oldham.

19  
 20 **Adoption of Agenda**

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

24  
 25 **Approval and Follow-up of Minutes of April 5, 2017 City Council Meeting**

26 *The minutes were approved as presented.*  
 27

28 **Review of Action Items**

29 Jeff Jorgensen reviewed the action items list with the council.

30 Mayor Berentzen mentioned an upcoming meeting taking place regarding the [installation of the  
 31 traffic] light at 1600 North and Main Street. He said they are also going to discuss a light at 3100  
 32 North and Main Street, which he explained further. This was discussed further.

33 Jeff continued reviewing the list and addressed minor questions from the council.  
 34

35 Mayor Berentzen presented a plaque to Nathan Hult, in recognition and gratitude for his service  
 36 on the North Logan City Planning Commission. Nathan commented and thanked the City for the  
 37 opportunity.

38  
 39 **New Business**

40 **6:35 PUBLIC HEARING** to receive input on a proposed revision to the FY 2017 municipal  
 41 budget.

42 **6:40 PUBLIC HEARING** to receive input on the proposed FY 2018 municipal budget.

43 Jeff Jorgensen introduced and explained the latest draft of the budget and addressed questions  
 44 from the council.  
 45

46 *Mayor Berentzen opened the public hearing at 6:46 p.m.*  
 47

48 Lydia Embry presented her questions and comments on this, including wanting changes in the  
 49 document format that might make it easier to read; questions regarding property taxes and the  
 50 energy, sales and use tax; questions regarding the Cache Recreation Complex and other  
 51 potential development in the City Center; and, questions regarding storm water, roads funds and  
 52 more.  
 53

54 *As there were no further public comments, Mayor Berentzen closed the public hearing at 6:56*  
 55 *p.m.*  
 56

57 Jeff addressed some of Lydia's comments and explained various items, and addressed the  
 58 council's questions.

59 Mayor Berentzen referred to the library bond being paid off, and further discussed what he would

60 like to now see happen with those “extra” funds. He said he does not want to see those funds  
61 just be used to pay off library expenditures; but instead to put as much of those funds as possible  
62 into a “sinking fund” rather than have to bond for future items.

63 John Bailey said now that the library bond has been paid off; the role of the Library Board needs  
64 to be discussed.

65 Jeff said his understanding is that if we have a dedicated library tax, we are required to have a  
66 library board, and that board must control the expenditure of all of that money, and explained  
67 further.

68 Mayor Berentzen explained the proposal from the Thorne Endowment and said one item different  
69 from previous years is that this agreement states that “...all funds of the Thorne Endowment must  
70 be reported through the Friends of the Library...”. Mayor Berentzen said he discussed his  
71 concerns about that in the meeting and explained further; and said that does not go along with  
72 the idea of “all funds” going through the Library Board if that is what is required in the contract.

73 Jeff said he is referring only to the dedicated library tax and not all library funds, and further  
74 explained.

75 Jeff continued to review various items in the budget and address more of Lydia’s questions, and  
76 also explained that the City receives sales tax simply by having a population as do other area  
77 cities; and that the more citizens a city has, the more sales tax is received, based on a formula  
78 done by the state, and commented further.

79 Jeff continued to detail various items for the council. The police budget was discussed. Jeff said  
80 he split the library budget into the three categories: revenue sources for operations of the library;  
81 other items coming in; and, the Endowment fund separately, which he further explained.

82 Jeff explained two corrections made in the document; and also mentioned encouraging the library  
83 to get out of debt by 2018.

84 Per a question from Mayor Berentzen, Jeff confirmed that the last library bond payment was  
85 made last year. Mayor Berentzen commented on his concerns with the library’s continual  
86 increase in operational costs.

87 Kristen Anderson said while she appreciates the “good things” that are going on at the library; she  
88 asked how a cap can be put on what they are spending. She said she sees absolutely no reason  
89 for the library to end this fiscal year “in the hole”, particularly with the bond being paid off; and  
90 asked how we could facilitate that while still supporting this great place in our community.

91 Jeff listed three year’s worth of revenues numbers.

92 Mayor Berentzen said we need to approve the cap currently proposed for the budget, and then  
93 audit the system and ensure that the controls are being managed.

94 Nancy Potter said that over the last several years, the library continues to keep overspending  
95 what they have coming in. She said she agrees with Kristen and said the City should not “bail  
96 them out”; and that they *need* to stay within their budget.

97 Damon Cann said he thought that the source of the deficit was from the remodel of the library and  
98 that they asked to have several years to pay it back, and asked if that was incorrect.

99 Alan Luce said his understanding was that it was paid off through the funds that had been “saved  
100 up” from the Thorne Endowment through the Friends of the Library; and that there was facilities  
101 money that helped out with that as well; and, that it was supposed to be paid off that year, or the  
102 following fiscal year.

103 Damon asked if they are overspending because of the remodel, or because of other purchases;  
104 and Mayor Berentzen said it is because of operations. Damon said that *has* to stop.

105 John Bailey said he thinks that this [library] budget is unique compared to any other in the City;  
106 and that the Thorne Endowment is a blessing, but that it is also a management problem; and  
107 discussed some of the complications and difficulties on how the fund is managed, and said a  
108 different system needs to be determined.

109 Jeff, Mayor Berentzen and the council discussed this further. They also further discussed the  
110 proposed agreement with the Thorne Endowment, and Mayor Berentzen commented on some of  
111 his potential issues with it, which was discussed further. Jeff said it was originally set up so that  
112 100% of the endowment went to the City, through the Friends of the Library, and that is how it  
113 was for the first ten years. He said 30% of it was then provided to the Library Board and to the  
114 Friends of the Library for them to use for special projects, but to be used jointly between them;  
115 and it was never to be directed strictly by the Friends of the Library.

116 The discussion continued.

117 Mayor Berentzen also discussed the need, as the Thorne Endowment grows, to ensure that the  
118 Library Board acts as a *board*, and that there is not a division of influences, and commented  
119 further. He said they can discuss this further at the end of the meeting.

120 Kristen Anderson discussed her questions on various items in the budget, including regarding the  
121 turf fields at the park, various related costs, and potentially reprioritizing the roads that get done in  
122 the future.

123 Jeff addressed her questions and explained some items further.

124

125 Consider an ordinance amending the City's Regulation of Business Code, Section 8C-500 Home  
126 - Based Businesses and a resolution amending the City's Fee Schedule - Business License Fees  
127 - to conform to newly passed Utah legislation (SB 81).

128 Scott Bennett explained the reason for this, which he said is based on the new state requirements  
129 for home-based businesses. Jeff Jorgensen and Mayor Berentzen also explained related items  
130 further and how this came about.

131

132 *Damon Cann made a motion to adopt this ordinance 17-05. Kristen Anderson seconded the*  
133 *motion. A vote was called and the motion passed unanimously with Kristen Anderson, Roger*  
134 *Anderson, Damon Cann, John Bailey and Nancy Potter voting in favor.*

135

136 *Damon Cann made a motion to adopt the resolution 17-06. Kristen Anderson seconded the*  
137 *motion. A vote was called and the motion passed unanimously with Kristen Anderson, Roger*  
138 *Anderson, Damon Cann, John Bailey and Nancy Potter voting in favor.*

139

#### 140 **City Council Work Session Items**

141 Workshop with Planning Commission to discuss possible changes to the subdivision and zoning  
142 ordinances with regard to all areas zoned the various City Center Zones.

143 Mayor Berentzen introduced the item and discussed it briefly with the group.

144 Alan Luce presented some potential changes and processes to the subdivision and zoning  
145 ordinances, and how they can be managed.

146 Cordell Batt discussed the information he got from the Utah League of Cities and Towns on this,  
147 and further discussed form-based code.

148 The City Council and the Planning Commission discussed various related items at length.

149 John Bailey discussed his concerns with how ill-informed the citizenry still seems to be regarding  
150 the City Center.

151 The vision for the City Center was discussed. Alan presented some potential designs for the  
152 area.

153 Density was discussed; including the differences between having it in a large city where it is more  
154 beneficial, versus here in Cache Valley. This was discussed further.

155 Jeff Jorgensen discussed the area being a redevelopment area.

156 Bruce Lee discussed the need to determine the density for this area, which he said should cause  
157 the other things to fall into place, and commented further, including how things could likely go in  
158 the future and the ways in which our citizenry is changing.

159 The discussion continued at length.

160 Mayor Berentzen discussed the need to clarify the vision the City has for the City Center. He  
161 further discussed potential elements for the City Center and investments being made. He also  
162 discussed the need for community interest and support.

163 The discussion continued.

164 Jeff reviewed several items with the group, including clarifying some of the items for the vision of  
165 this area, as well as the zoning; and commented further, including that he does not think we are  
166 too far from getting this wrapped up by September, and how to potentially proceed.

167 The discussion continued, including getting information out to the citizens, and potential ways of  
168 financing this project.

169 Jeff recommended that more work be done on the "visual"; that we get some more succinct  
170 information together regarding getting an expert to help us with this; and, then this group can

171 meet again in a few weeks for another discussion.

172 Alan said that in relation to bringing in ideas for the envisioning process, the library and the  
173 children's museum is currently going through a rough design concept and when that is done, it  
174 would be a good time to approach the community to get their input, and commented further.

175 They discussed this further, including Roger Anderson recommending holding special times for  
176 meetings for this group to continue to discuss this and move things forward more quickly.

177 Mayor Berentzen said that we have a three-million dollar commitment towards this; as well as  
178 money that the City had been going to bond for infrastructure which is now paid off, that could  
179 produce between seven and eight million dollars for this; and also said that there are potential  
180 businesses interested in being part of the children's museum. He commented further.

181 The group agreed to have more "study" sessions on this.

182

183 Consider approval of a joint use and maintenance agreement with the Cache County School  
184 District regarding the Cache Recreation Complex (the outdoor fields at the new Green Canyon  
185 High School).

186 Jordan Oldham explained the situation and reviewed the terms and highlights of the agreement.  
187 He and Jeff Jorgensen addressed various issues and questions from the City Council.

188 Nancy Potter asked if City Attorney, Mark Hancey had reviewed this agreement, and Mayor  
189 Berentzen stated that he needs to. Alan Luce mentioned that there have been many iterations of  
190 this agreement, and that [interim City] attorney Miles Jensen reviewed this originally.

191 Alan mentioned that Jordan Oldham and the recreation staff have done a tremendous job in  
192 building a relationship with the [new Green Canyon High] School and commented further. He  
193 said North Logan City does not have an indoor recreation facility and are at the mercy of the  
194 school district; and continued that they have done a great job of building that relationship which  
195 will create a mutually beneficial situation between the two parties to ensure the ease of use, and  
196 commented further.

197 Jeff Jorgensen recommended having the City Council approve this with the condition that the City  
198 Attorney reviews the agreement.

199

200 *Nancy Potter made a motion to approve this joint use and maintenance agreement contingent*  
201 *upon the approval of the North Logan City Attorney. Kristen Anderson seconded the motion.*  
202

203 John Bailey referred to the item in the agreement regarding liability policies, and asked if North  
204 Logan City and the school district's liability policies would be separate, which Jordan addressed.  
205 Jordan said it is his understanding that North Logan City's insurance will cover our events, sports  
206 and programs; and Green Canyon High School will be responsible for their programming.

207 This was discussed further. Mayor Berentzen asked to have this risk-management issue  
208 specifically, brought up with Mark Hancey [City Attorney].

209 Per a question from Damon Cann, Jordan further explained how issues would be managed  
210 according to the agreement.

211 John asked what would happen in the event of a termination of the agreement and the complex  
212 by North Logan City, which Jeff and Mayor Berentzen addressed.

213 Mayor Berentzen reiterated that the motion included Mark Hancey reviewing the agreement; and  
214 asked that the City Council receive feedback on what Mark's comments are on the agreement,  
215 which Jeff said he will ensure is done.

216

217 *A vote was called and the motion passed unanimously with Kristen Anderson, Roger Anderson,*  
218 *Damon Cann, John Bailey and Nancy Potter voting in favor.*  
219

## 220 **Reports from city officers, boards, and committees**

221 Cordell Batt discussed the additional meeting that took place for District 6, which he said is the  
222 area between the upper and middle canal, from Hyde Park to approximately 2300 North, and  
223 explained further.

224

225 Jordan Oldham said that Green Canyon High School is having an "apparel night" and kick-off  
226 party on Monday, June 5, 2016 at 5:00 p.m. at Meadow View Park.

227

228 Alan Luce discussed the North Logan Library kick-off event coming up the following week at 4:00  
229 p.m. on Wednesday, June 7<sup>th</sup>, at the North Logan Library.

230 Alan also said that staff is working with Central Valley Machine to create metal signs for various  
231 areas of North Logan City, which he explained further; and displayed examples of what is being  
232 created to the City Council. He also discussed the desire to promote the businesses in our City  
233 as being *in North Logan City* and not Logan, and emphasizing to the citizens that they live within  
234 the boundaries of North Logan City.

235 Nancy Potter recommended that North Logan City businesses place a North Logan City decal in  
236 their windows, which Jeff and the council agreed with.

237 Alan explained the different versions of the signs further, and where they will be located. He  
238 addressed various questions from the council and this was further discussed.  
239

240 North Logan City Interns Colin Butterfield and Devan Mills gave the City Council socks they had  
241 made with the North Logan City logo and area photographs on them that they had given out at an  
242 economic development conference; and discussed the success they had there in promoting North  
243 Logan City in relation to furthering economic development in our City.  
244

245 Damon Cann mentioned a conversation he had with Mark Hurd from the Hyde Park City Council  
246 about their council having a vote regarding 600 East and how it flows into their community; and  
247 the previous discussion held regarding the \$25K that North Logan City set aside for the potential  
248 development of that road, and asked what the status of that is.

249 Alan said he had met briefly with two members of Hyde Park's City Council. Alan explained that  
250 they expressed their concerns, and different ideas about how the development is going to go in,  
251 which he explained further. Mayor Berentzen additionally explained the situation. Alan said their  
252 City Council members had concerns about how the road will tie-in in, which he said needs to be  
253 somewhat modified, but said will be done very well and commented further.

254 The discussion on this continued.  
255

256 Jeff and the council also briefly discussed the library's budget again. John explained that the  
257 Library Board is under some pressure to ensure that they are using the Thorne Endowment  
258 monies each year. This was also further discussed.  
259

260 Nancy Potter thanked the staff for the Memorial Program and said the program was great, and  
261 that Jeff Jorgensen and Mayor Berentzen did a great job speaking at the event.

262 Nancy asked about the situation at the Daines' home; which John Bailey said he also wanted to  
263 know about, as well as other similar situations in the City. This was discussed further, briefly.

264 Nancy asked about the deterioration of the round-about road surface, which Alan addressed and  
265 said it is in the budget for this year to make the necessary improvements.  
266

267 Mayor Berentzen asked staff about some various administrative items he had received  
268 information on, which were addressed.

269 Mayor Berentzen discussed the large renovation and expansion that is going in for the owners of  
270 the Sock Factory, Walt Enterprises; and the invitation extended to North Logan City to attend their  
271 upcoming ribbon-cutting event, to be held on June 8<sup>th</sup> at 1:00 p.m. He further explained the  
272 situation and said the company is going to bring their operations from China to this facility in  
273 North Logan, and commented further.

274 Mayor Berentzen discussed the success that was had with the "site-selection" process and also  
275 said that [Planning Commission Chair] Bruce Lee was very helpful in this meeting and with our  
276 presentation, and explained further.

277 Per a comment from John Bailey, Mayor Berentzen also mentioned that Inovar, the largest  
278 electronic manufacturing corporation in the mountain-west, is building their largest facility in North  
279 Logan City, and explained further.  
280

281 Executive Session (Closed) to discuss litigation, potential real estate acquisitions and personnel  
282 issues.

283 *John Bailey made a motion to close the meeting and move into Executive (Closed) Session for*  
284 *the purpose of discussing litigation, potential real estate acquisitions and personnel issues.*  
285 *Kristen Anderson seconded the motion. A vote was called and the motion passed unanimously*

286 *with Nancy Potter, John Bailey, Roger Anderson, Damon Cann and Kristen Anderson voting in*  
287 *favor. This occurred at 9:56 p.m.*

288

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

290

291 *Damon Cann made a motion to open the meeting and move out of Executive Session and return*  
292 *to the regular City Council meeting. Nancy Potter seconded the motion. A vote was called and*  
293 *the motion passed unanimously with Nancy Potter, John Bailey, Roger Anderson, Damon Cann*  
294 *and Kristen Anderson voting in favor. This occurred at 11:13 p.m.*

295

296

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

300

301

302 The meeting adjourned at: 11:14 p.m.

303

304 Approved by City Council:

September 6, 2017

305

306 Transcribed by Marie Wilhelm

307

308

Recorded by

\_\_\_\_\_  
Scott Bennett/City Recorder

309

310

311