

MINUTES OF THE HUNTSVILLE TOWN COUNCIL MEETING
Wednesday, May 15, 2024, 6:00 p.m.
Huntsville Town Maintenance Shed, 165 South 7500 East, Huntsville

Name	Title	Status
Richard L. Sorensen	Mayor	Present
Bruce Ahlstrom	Council Member	Present
Lewis Johnson	Council Member	Present
Sandy Hunter	Council Member	Excused
Artie Powell	Council Member	Present
Shannon Smith	Clerk	Present
William Morris	Legal Counsel	Excused
Nikki Wolthuis	Clerk	Present

Citizens: Ron Gault- Water Board Chair, Beckki Endicott- Clerk, Allen Endicott-Planning Commission Chair, Mary Ellen Campbell, Craig Campbell, Greg Covello, Rex Harris

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

2-Pledge of Allegiance led by Lt. Butler.

3-Opening Ceremony given by TCM Artie Powell.

4-Public Comments:

5-Sheriff's Report: (See Attachment #1) Lt. Butler gave out the report for the month and pointed out minor incidents and traffic stops in Town. He also reviewed the traffic plan for the upcoming Ogden Marathon.

6-Discussion and/or action on Powder Mountain Summer Activities in Huntsville Park .

Greg Covello, Powder Mountain representative, explained that because of the construction going on at Powder Mountain this summer they initially wanted to create activities down in the valley where people could gather. **(See Attachment #2)** After an executive meeting, they decided they would rather support community activities already planned than create their own. Mr. Covello asked how they could help support Huntsville Town. Mayor Sorensen asked Mr. Covello if Powder Mountain could help fund the fireworks at Huntsville's 4th of July celebration. He was open to that idea and any others and said he would stay in touch through email.

7- Discussion and/or action on approval of Resolution 2024-05-15 Recodification of the Town Code (Attachment #3)

Beckki Endicott, clerk. explained that codification is the organization and numeration of the code. Currently the code is organized into sections with numbers and letters. With the new software, CiviclinQ, that TCM Hunter discussed at the previous TC Meeting, the code wording and meaning won't change, but the organization will. As the code is put into the software, she anticipates learning about parts of the code that need work. There will most likely be changes to

fix mistakes and this will be done by ordinance. She is very impressed by the software, especially when considering the small fee, \$1,100 per year.

Nikki wondered if they needed to wait until there was an official agreement attached to the resolution before they voted on it. TCM Powell was interested in reading the agreement before he could make a decision. **TCM Powell motioned to table Resolution 2024-05-15. TCM Ahlstrom seconded the motion. All votes Aye. Motion passed.**

TCM Powell pointed out some clerical errors in the resolution that needed fixing including adding an extra "L" to Huntsville's name in the title and replacing "appoints" with "appointments" in the 6th whereas paragraph. He also suggested they rework the paragraph in section 2 because of redundancy. Beckki was going to get with Bill on making the edits.

8. Discussion and/or action on Water Forgiveness Case (See Attachment #4)

Mary Ellen Campbell, daughter to the homeowner, explained that their water bill last winter was way above the normal charge, over \$8,500. It was discovered that there was a leak, and it was on their side of the meter. They are second homeowners who have owned the home in Huntsville for decades and they have tried to be good neighbors. They were hoping for some forgiveness on their bill.

Shannon Smith, clerk, referred the Town Council to the code to explain the procedure for these cases. It shows the homeowner is responsible for maintaining the water system from the water meter to the home. She discussed the timeline for when the leak occurred, how much water was leaked, and what action was taken on both sides. After researching what other water companies do in these situations, she found that most opt to give a discount based on percentage. The numbers showing a 40% discount and a 50% discount were presented for the Town Council to consider and discuss.

The TC asked clarifying questions about what had been done and what the homeowners had already paid for. The Sheppards had already paid for the repairs. The bill was for the cost of the water.

TCM Ahlstrom motioned to give the Sheppard's a 50% discount on their water bill. Lewis Johnson seconded the motion. Three votes Aye. One Nay. Motion passed 3-1

9. Discussion and/or action on approval of Water Insurance Program. (See Attachment #5)

Shannon Smith presented information about a water insurance program given to her by the Rural Water Association. They are a third-party company that would do their billing separate from Huntsville Town. There would be an automatic opt-in at initiation, but it would be possible to opt-out later. The TC discussed the numbers in the presentation and wondered how profitable it would be for the insurance company and how much it would help the homeowner. They also discussed how the residents would react to this program. Would they think the Town was overbearing or would they be suspicious of the intent of the insurance program? Should it be optional or mandatory? TCM Powell expressed hesitancy at requiring residents to spend more money. He has his own suspicions of insurance companies after learning about a local utility company being reprimanded for their dishonesty with customers. Mayor Sorensen asked Shannon if she would do more research about other insurance companies that exist. TCM Powell wondered if the Town charged a small fee and built up their own fund to pay for these cases. Ron Gault said that there is already a capital fund.

Mayor Sorensen motioned to table the water insurance program. TCM Powell seconded the motion. All votes Ayes. Motion passed.

10. Discussion and/or action on approval of Resolution 2024-03-28 Code Enforcement Officer. (See Attachment #6)

TCM Powell had a couple of minor clerical changes of which Nikki took note.

TCM Powell motioned to approve Resolution 2024-03-28 Code Enforcement Officer. TCM Ahlstrom seconded the motion.

TCM Ahlstrom wondered about the \$1,000 a day fee for a code enforcement violation referenced in the resolution. (Huntsville Town Code Title 2, sections 2.3 and 2.4) The TC briefly discussed if that fine was too big. They asked whether the Planning Commission should review it and Nikki said she would look into it. **All votes Ayes. Motion passed.**

11. Discussion and/or action on Public Utility Threats to our communities. (Attachment #7)

Ron Gault, water board chair, was invited to report on what he learned at the Summit, a conference focused on current cyber and physical threats to the community. With a presentation he explained what threats were out there and how serious they were. He then explained what Huntsville's water board was doing to protect the water plant. Extra locks and stronger passwords are in the plans and security cameras and extra lighting are being considered. After his security presentation, he gave an overview of the Huntsville Water system's state, including a discussion on rising costs, increasing fees, and replacing old pipes.

12. Discussion and/or action on approval of minutes for Town Council Meeting April 17, 2024 (Attachment #8)

TCM Powell motioned to approve the minutes for Town Council Meeting 4-17-24. TCM Ahlstrom seconded the motion. All votes Aye. Motion passed.

Department Updates

Mayor Sorensen- He praised Rex Harris for his work on the new Town Hall and Community Center. He turned the time over to Rex to explain the decision that needed to be made on the floor in the community center. Rex Harris reviewed two options; a stained concrete floor or a standard pickleball surface. The TC discussed the pros and cons of each surface, weighing the costs and intended uses for the building. The pickleball surface would be more expensive, but having a pickleball court in the building may bring in more revenue than other events. A stained concrete surface would be less expensive, but would it be acceptable for pickleball? The durability of each surface was part of the discussion. Council members planned to walk over to the building following the meeting.

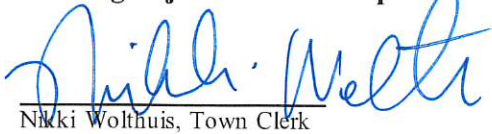
Mayor Sorensen reported that Huntsville Town received \$250,000 from the Utah legislature and \$200,000 from Powder Mountain for its town hall and community center.

TCM Artie Powell said he was going to write up a proposal for money that Huntsville Town needs from the OVPSA and meet with them soon.

TCM Ahlstrom motioned to approve the April bills. TCM Powell seconded the motion. All votes Ayes. Motion passed.

Mayor Sorensen motioned to adjourn the meeting by consent. There were no objections.

Meeting adjourned at 8:21 p.m.



Nikki Wolthuis, Town Clerk



Weber County Sheriff's Office

Law Incident Total Report, by Observed Offense

<u>Observed Offense</u>	<u>Description</u>	<u>Total Number</u>
		3
1297	ALARM-ROBB FALSE	1
	ALARM-UNK	
2252	ALARM-BURG FALSE ACT OF NATURE	1
2253	ALARM-BURG ALARM FALSE USER	1
2399	THEFT-FREE TEXT	1
5359	PUB PEACE-SUSPICIOUS ACTIVITY	1
5369	ANIMAL-ANIMAL PROBLEMS	1
5422	TRAF-SPEEDING	3
5450	TRAF-PARKING VIOLATION	1
7327	ASSIST-CITIZEN	1
8004	ASSIST-MEDICAL	1
8008	EXTRA PATROL	7
8013	WELFARE CHECK	2
8104	JUVENILE-UNGOVERNABLE	1

Total reported: 25

Report Includes:

All dates between `00:00:00 04/01/24` and `23:59:00 04/30/24`, All agencies matching `WC`, All offenses observed, All offenses reported, All offense codes, All location codes matching `HU`



Weber County Sheriff's Office

Law Incident Summary Report, by Offense Observed

Agency: WEBER COUNTY SHERIFF'S OFFICE

Offense: ()

<u>Number</u>	<u>Time and Date</u>	<u>Nature</u>	<u>Address</u>	<u>Location</u>	<u>Dsp</u>
24WC11703	15:48:11 04/05/24	Fall	67XX E 200 N, HUNTSVILLE, UT	HU	
24WC11750	07:31:11 04/06/24	Traffic Control	2XX S 7400 E, HUNTSVILLE, UT	HU	
24WC14052	13:02:28 04/25/24	Animal Control	73XX E 200 S, HUNTSVILLE, UT	HU	
Total Incidents for this Offense: 3					

Offense: ALARM-ROBB FALSE ALARM-UNK (1297)

<u>Number</u>	<u>Time and Date</u>	<u>Nature</u>	<u>Address</u>	<u>Location</u>	<u>Dsp</u>
24WC13672	18:41:45 04/22/24	Burglary Alarm	5XX S HWY 39, HUNTSVILLE, UT	HU	RMK
Total Incidents for this Offense: 1					

Offense: ALARM-BURG FALSE ACT OF NATURE (2252)

<u>Number</u>	<u>Time and Date</u>	<u>Nature</u>	<u>Address</u>	<u>Location</u>	<u>Dsp</u>
24WC12510	10:28:14 04/12/24	Burglary Alarm	73XX E 200 S, HUNTSVILLE, UT	HU	RMK
Total Incidents for this Offense: 1					

Offense: ALARM-BURG ALARM FALSE USER (2253)

<u>Number</u>	<u>Time and Date</u>	<u>Nature</u>	<u>Address</u>	<u>Location</u>	<u>Dsp</u>
24WC13201	08:21:45 04/18/24	Burglary Alarm	73XX E 200 S, HUNTSVILLE, UT	HU	RMK
Total Incidents for this Offense: 1					

Offense: THEFT-FREE TEXT (2399)

<u>Number</u>	<u>Time and Date</u>	<u>Nature</u>	<u>Address</u>	<u>Location</u>	<u>Dsp</u>
24WC14665	12:37:19 04/30/24	Theft	73XX E 300, HUNTSVILLE, UT	HU	CLO
Total Incidents for this Offense: 1					

Offense: PUB PEACE-SUSPICIOUS ACTIVITY (5359)

<u>Number</u>	<u>Time and Date</u>	<u>Nature</u>	<u>Address</u>	<u>Location</u>	<u>Dsp</u>
24WC12591	16:32:43 04/12/24	Safety Hazard	N 7800 E & E 100 S; 7800 E, HUNTSVILLE, UT	HU	RMK
Total Incidents for this Offense: 1					

Offense: ANIMAL-ANIMAL PROBLEMS (5369)

<u>Number</u>	<u>Time and Date</u>	<u>Nature</u>	<u>Address</u>	<u>Location</u>	<u>Dsp</u>
24WC13612	10:28:04 04/22/24	Animal Control	4XX S 7700 E, HUNTSVILLE, UT	HU	CLO
Total Incidents for this Offense: 1					

Offense: TRAF-SPEEDING (5422)

<u>Number</u>	<u>Time and Date</u>	<u>Nature</u>	<u>Address</u>	<u>Location</u>	<u>Dsp</u>
24WC12499	09:21:04 04/12/24	Traffic Stop	74XX E 100 S, HUNTSVILLE, UT	HU	RMK
24WC12514	10:57:35 04/12/24	Traffic Stop	71XX E 100 S, HUNTSVILLE, UT	HU	RMK
24WC12517	11:08:07 04/12/24	Traffic Stop	1XX S HWY 39, HUNTSVILLE, UT	HU	RMK

Total Incidents for this Offense: 3

Offense: TRAF-PARKING VIOLATION (5450)

<u>Number</u>	<u>Time and Date</u>	<u>Nature</u>	<u>Address</u>	<u>Location</u>	<u>Dsp</u>
24WC14640	09:23:15 04/30/24	Susp Vehicle	6XX S 7800 E, HUNTSVILLE, UT	HU	RMK

Total Incidents for this Offense: 1

Offense: ASSIST-CITIZEN (7327)

<u>Number</u>	<u>Time and Date</u>	<u>Nature</u>	<u>Address</u>	<u>Location</u>	<u>Dsp</u>
24WC13790	18:27:58 04/23/24	Assist	79XX E 500 S, WEBER COUNTY, UT	HU	CLO

Total Incidents for this Offense: 1

Offense: ASSIST-MEDICAL (8004)

<u>Number</u>	<u>Time and Date</u>	<u>Nature</u>	<u>Address</u>	<u>Location</u>	<u>Dsp</u>
24WC14480	18:07:45 04/28/24	Chest Pain	77XX E 500 S, HUNTSVILLE, UT	HU	RMK

Total Incidents for this Offense: 1

Offense: EXTRA PATROL (8008)

<u>Number</u>	<u>Time and Date</u>	<u>Nature</u>	<u>Address</u>	<u>Location</u>	<u>Dsp</u>
24WC11459	02:49:29 04/04/24	Extra Patrol	5XX S HWY 39, HUNTSVILLE, UT	HU	CLO
24WC11588	19:14:48 04/04/24	Extra Patrol	1XX S 7400 E, HUNTSVILLE, UT	HU	RMK
24WC11622	04:54:00 04/05/24	Extra Patrol	74XX E 300 S, HUNTSVILLE, UT	HU	CLO
24WC12119	22:30:16 04/09/24	Extra Patrol	77XX E 500 S, HUNTSVILLE, UT	HU	CLO
24WC13179	23:45:25 04/17/24	Extra Patrol	74XX E 300 S, HUNTSVILLE, UT	HU	CLO
24WC13695	02:38:08 04/23/24	Extra Patrol	74XX E 300 S, HUNTSVILLE, UT	HU	CLO
24WC14410	23:59:34 04/27/24	Extra Patrol	73XX E 200 S, HUNTSVILLE, UT	HU	CLO

Total Incidents for this Offense: 7

Offense: WELFARE CHECK (8013)

<u>Number</u>	<u>Time and Date</u>	<u>Nature</u>	<u>Address</u>	<u>Location</u>	<u>Dsp</u>
24WC12677	11:06:22 04/13/24	Welfare Check	2XX S 7300 E, HUNTSVILLE, UT	HU	CLO
24WC13359	13:35:37 04/19/24	Welfare Check	75XX E 600 S, HUNTSVILLE, UT	HU	RMK

Total Incidents for this Offense: 2

Offense: JUVENILE-UNGOVERNABLE (8104)

<u>Number</u>	<u>Time and Date</u>	<u>Nature</u>	<u>Address</u>	<u>Location</u>	<u>Dsp</u>
24WC13928	17:59:50 04/24/24	Juvenile Distur	7XX S 7800 E, HUNTSVILLE, UT	HU	CLO

<u>Number</u>	<u>Time and Date</u>	<u>Nature</u>	<u>Address</u>	<u>Location</u>	<u>Dsp</u>
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Total Incidents for this Offense: 1

Total Incidents for This Agency: 25

Total reported: 25

Report Includes:

All dates between '00:00:00 04/01/24' and '23:59:00 04/30/24', All agencies matching 'WC', All officers, All dispositions, All natures, All locations matching 'HU', All cities, All clearance codes, All observed offenses, All reported offenses, All offense codes, All circumstance codes



SHERIFF'S MONTHLY REPORT

Integrity, Initiative, Intelligence



Year to Date

Category	YTD 2021	YTD 2022	YTD 2023	YTD 2024	Total
911	5	4	4	3	16
Crimes against Person	1	0	2	0	3
Drug Violation	0	0	0	0	0
Proseute Crimes	0	0	2	1	3
Traffic Accidents	0	0	2	2	4
Traffic Stops	25	64	44	36	169
Total	31	68	54	42	215

Nature Groups





SHERIFF'S MONTHLY REPORT

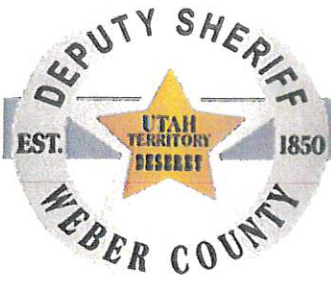
Integrity, Initiative, Intelligence



Nature Groups

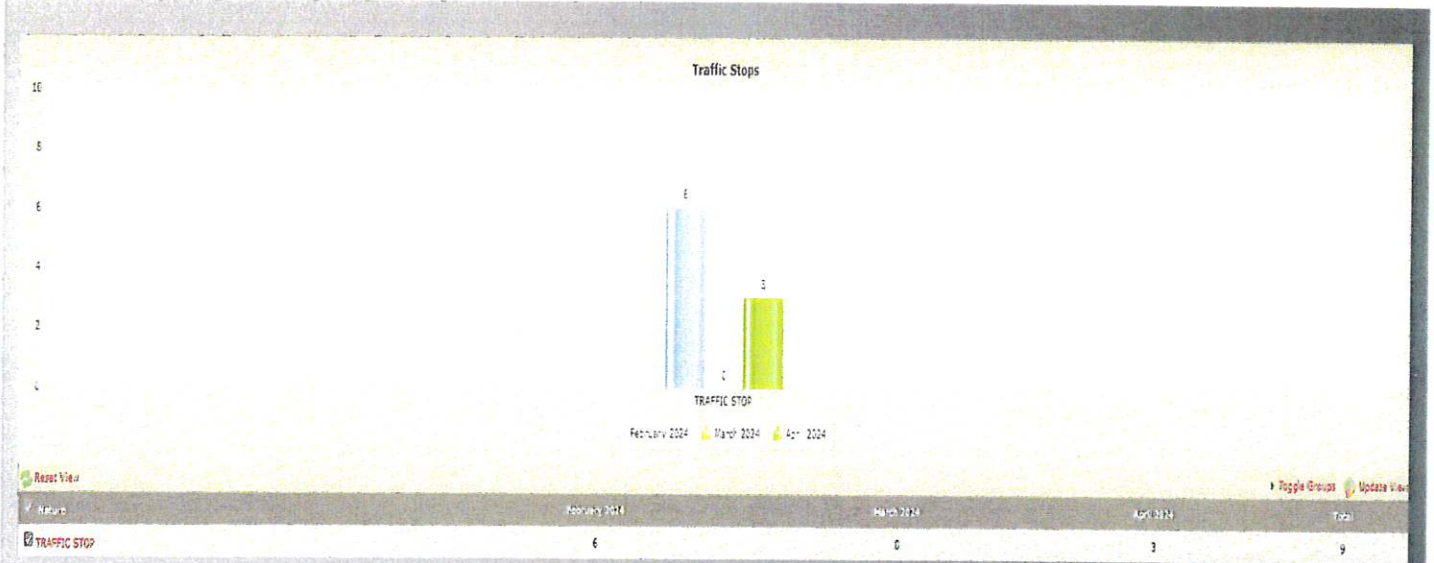


Category	February 2024	March 2024	April 2024	Total
911	2	1	0	3
Crimes against Person	0	0	0	0
Drug Violator	0	0	0	0
Property Crimes	0	0	1	1
Traffic Accident	1	1	0	2
Traffic Stops	6	0	3	9
Total	9	2	4	15



SHERIFF'S MONTHLY REPORT

Integrity, Initiative, Intelligence



Re: Powder Mountain community engagement

Greg Covello <gcovello@powdermountain.com>

Mon 5/13/2024 10:40 AM

To: Nikki Wolthuis <nwolthuis@huntsvilletown.com>; Richard Sorensen <rsorensen@huntsvilletown.com>

Cc: Clerk <clerk@huntsvilletown.com>; Town Council <tc@huntsvilletown.com>; Lewis Johnson <mjssbeehaven2020@gmail.com>

Hello all, I am still planning on being at the meeting on 5/15. I want to update you on some changes to our summer plans, after meeting with our executive team it was decided that it would be best that we support current events and activations that are planned for the community rather than building something from scratch that the community hasn't asked for. Looking forward to meeting you all in person and discussing further. Thanks - greg

Greg Covello

Senior Marketing Partnership and Events Manager

Powder Mountain Resort | 8017453772

   [POWDERMOUNTAIN.COM](https://www.powdermountain.com)

Re: Powder Mountain community engagement

Greg Covello <gcovello@powdermountain.com>

Mon 4/29/2024 1:51 PM

To: Richard Sorensen <rsorensen@huntsvilletown.com>

Cc: Clerk <clerk@huntsvilletown.com>; Town Council <tc@huntsvilletown.com>; Lewis Johnson <missbeehaven2020@gmail.com>

Hi Richard, Thank you for the quick response! I've been working with my team and decided it would be best to start with the June date. Happy to attend the May meeting and present our plan, we will be sure to include the neighborhood into our strategy, and leaving the park cleaner than we found it is a top priority. I'm excited to kick this off, thank you again. Let me know what next steps are, I can put together a presentation deck for the meeting.

Talk soon - Greg

Greg Covello

Senior Marketing Partnership and Events Manager

Powder Mountain Resort | 8017453772

   [POWDERMOUNTAIN.COM](https://www.powdermountain.com)

From: Richard Sorensen <rsorensen@huntsvilletown.com>

Date: Wednesday, April 24, 2024 at 1:40 PM

To: Greg Covello <gcovello@powdermountain.com>

Cc: Clerk <clerk@huntsvilletown.com>, Town Council <tc@huntsvilletown.com>, Lewis Johnson <missbeehaven2020@gmail.com>

Subject: Re: Powder Mountain community engagement

You don't often get email from rsorensen@huntsvilletown.com. [Learn why this is important](#)

Greg,

I think that sounds like a great idea. We would normally have you come before the town council for approval, but it looks like we won't be having a meeting until May 15, since some of our council members are out of town. That would make it kind of tight for your planned date of 5/22.

One of our biggest issues/concerns with events is that our park is left in the same or better condition, and that our neighbors in and around the park are not negatively impacted by noise, traffic, etc.

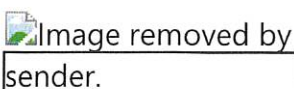
How about if you plan for the first event in May, then come to the first town council meeting in June to update and debrief the town council. We could then give your blessing for the future events.

We would also need a security/cleaning deposit. I don't recall, but it seems like we typically require a \$300-500 refundable deposit.

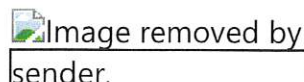
Shannon or Nikki in our office could work out those details.

Does that seem like a reasonable plan?

Best Regards,

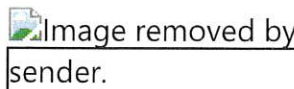


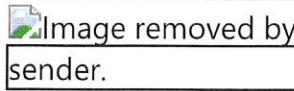
**Richard L.
Sorensen**

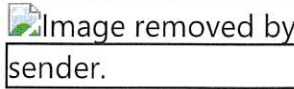


mayor@HuntsvilleTown.com

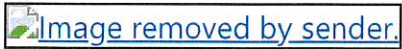
Mayor
The Town of
Huntsville

 [801-745-3420](tel:801-745-3420)

 [801-791-7004](tel:801-791-7004)

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 HuntsvilleTown.com





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On Apr 24, 2024, at 3:11 PM, Greg Covello <gcovello@powdermountain.com> wrote:

Hello, due to the amount of construction on Powder Mountain this summer, we are unable engage the Ogden Valley community during summer operations. Would like to host a 3-4 family friendly events in the park such as family movie nights, BBQs with live music, yoga in the park, or a corn hole tournament. We would like to have these events one night a month lasting 2-3 hours. Proposed dates 5/22, 6/19, 7/23, 8/21 (all dates are flexible). Hope to connect with you soon and discuss.

Thank you - Greg

Greg Covello

Senior Marketing Partnership and Events Manager

Powder Mountain Resort | 8017453772



POWDERMOUNTAIN.COM

**HUNTSVILLE TOWN
RESOLUTION 2024-05-15
CODIFICATION SERVICES**

**AN RESOLUTION OF HUNTSVILLE TOWN, UTAH, APPOINTING
TOWN STAFF AND CIVICLINQ COMPANY TO PROVIDE
CODIFICATION AND REVISION SERVICES TO HUNTSVILLE TOWN
FOR THE HUNTSVILLE MUNICIPAL CODE.**

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

WHEREAS, *Utah Code Annotated* §10-3-707 grants to the Town power to codify ordinances into a Municipal Code and states: “[a]ny municipality is hereby empowered to revise, codify and compile from time to time and to publish in book, pamphlet or looseleaf form all ordinances of the municipality of a general and permanent character and to make such changes, alterations, modifications, additions, and substitutions therein as it may deem best to the end that a complete simplified code of the ordinances then enforced shall be presented, but with errors, inconsistencies, repetitions, and ambiguities therein eliminated.”

WHEREAS, *Utah Code Annotated* §10-3-706 states that “[t]he governing body by resolution may authorize and direct the mayor to appoint, with the advice and consent of the governing body, one or more persons to prepare and submit to the governing body a compilation, revision or codification of municipal ordinances. The compensation for the service shall be fixed by resolution of the governing body and paid out of the municipal treasury.”

WHEREAS, *Utah Code Annotated* §10-3-708 authorizes the Town to arrange its ordinances stating: “[t]he ordinances in the revision, codification and compilation shall be arranged in such order as the governing body may decide and may exclude the titles, enacting clauses, signatures of a mayor or mayor pro tempore of the governing board, attestations, and other formal parts...”

WHEREAS, *Utah Code Annotated* §10-3-709 states that: “[s]uch revision shall be by one ordinance embracing all ordinances of a general and permanent character preserved as changed or added to and perfected by the revision, codification and compilation and shall be a repeal of all ordinances in conflict with the revision, codification and compilation, but all ordinances then enforced shall continue in force after the revision, codification and compilation for the purpose of all rights acquired, fines, penalties and forfeitures and liabilities incurred and actions therefor.”

WHEREAS, the Town desires to make ^{appointments} ~~appoints~~ for codification of the municipal code;

WHEREAS, the Mayor recommends the appointment of CIVICLINQ to revise and codify the Huntsville Municipal Code, in conjunction with the Town Staff;

NOW, THEREFORE, be it resolved by the Town Council of Huntsville Town, Utah:

Section 1: Appointment. Based upon the recommendation of the Mayor, the Town Council, acting as the governing body, hereby appoints and designates CIVICLINQ, in conjunction with the Town Staff, to provide revision and codification services to the Town for the Huntsville Municipal Code.

Section 2: Codification. CIVICLINQ, along with Town Staff, is hereby delegated authority with regards to the Huntsville Municipal Code and in accordance with *Utah Code Annotated* §10-3-707 “to make such changes, alterations, modifications, additions, and substitutions therein as it may deem best to the end that a complete simplified code of the ordinances then enforced shall be presented, but with errors, inconsistencies, repetitions, and ambiguities therein eliminated.” This includes, but is not limited to modifying, reorganizing, and/or renumbering the Huntsville Municipal Code as needed and to revise, update, simplify, and improve the same. This specifically includes delegation of authority to make such changes, alterations, modifications, additions, and substitutions therein as it may deem best to the end that a complete simplified code of the ordinances enforced and be presented to the Town Council for approval, but with errors, inconsistencies, repetitions, and ambiguities eliminated.

- ask Bill
to look at
it for
redundancy

Section 3: Compensation. CIVICLINQ is hereby compensated as provided in the Agreement in Exhibit “A” hereby approved and attached hereto and incorporated herein by this reference for the services provided.

Section 4: Effective Date. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by the Town Council on this ____ day of _____, 2024.

Mayor

ATTEST:

Town Clerk

Huntsville Town Water Bill Assistance Form

If you are facing financial difficulty and need assistance with your water bill, please fill out and sign this form.

Name: Ellen Sheppard / Maryellen Sheppard Campbell

Huntsville Town water account number: 362.01

If you would like to make payment arrangements, where you can pay the amount down monthly, without increasing late fees or interest. Please specify the monthly amount you are planning on paying until your balance is paid off. \$500.

Signature: Maryellen S. Campbell

Date: 4-15-24

If you are needing additional emergency help with your water bill please fill out the following:

Amount requesting forgiveness: 50% or the best you can do.

Reason for request: We were unaware of the leak

and it ran up a bill of \$8503.00. We have owned the property since 1970. We love Huntsville and try to be good citizens maintaining the property. The kind of expense plus huge property taxes are making it so difficult to keep our home

Received By: [Signature]

Date: 4-15-2024 here

Approved By: _____

Date: _____



Thom Summers & Sons Excavating LLC
 PO Box 45
 Eden, UT 84310 US
 385-205-6049
 wedigourvalley@gmail.com

Invoice

RAND SHEPHERD
 6600 E 100 S
 HUNTSVILLE, UT 84317

1986	02/05/2024	\$2,393.88	03/01/2024	Due on receipt
------	------------	------------	------------	----------------

QUANTITY	DESCRIPTION	UNIT	PRICE	AMOUNT
TRACKHOE 305 -PWR	REMOVE ASPHALT, DIG ALONG SIDE OF METER BOX TO LOCATE AND EXPOSE LEAKING SERVICE LINE AND BACKFILL WITH ROAD BASE	8	115.00	920.00
LABOR-PWR	SAW CUT ASPHALT, HAND SHOVEL AROUND METER BOX, REPAIR LEAK AND COMPACT ROAD BASE AROUND METER BOX	12	60.00	720.00
DUMPTRUCK-PWR	HAUL OFF EX OUT	1	130.00	130.00
ROAD BASE-PWR	ROAD BASE - BY THE TON	13.50	31.25	421.88
PIPE/PARTS-PWR	PARTS	1	27.00	27.00
TRANSPORT-PWR	TRANSPORT EQUIPMENT TO JOB SITE	1	175.00	175.00

Handwritten note:
 PO
 3-27-24
 WRH 6040
 \$2393.88

BALANCE DUE \$2,393.88

We appreciate your business and look forward to helping you again.
 Please remit payment to the above address.
 Credit card payments have a 3% processing fee. Please call the office to have processing fee added to your invoice.
 Invoice is due upon receipt and finance charges will be assessed after 30 days

Title 10- Culinary Water

10.1 Purpose¹ One of the primary concerns of Huntsville town is to provide safe culinary water in ample supply to its citizens. The culinary water system should be a technically and financially viable system. Huntsville Town assumes complete and entire ownership and control of all water works, installations and connections to the Huntsville Town Culinary Water System up to and including the water meter. The property owner is responsible for hooking to and maintenance of the water system and all infra-structure from the water meter to, and including within, all buildings on the property.² The charges and fees levied for connections or installations shall be established by resolution for any and all classes of installations, or connections, as deemed necessary by the Huntsville Town Council. Each residence with water service shall be required to have garbage service.

It has always been the responsibility of the homeowner to maintain anything from the water meter to the house. Since the town does not currently have a leak forgiveness policy I have reached out to many other water companies for some options. There many options when is comes to leak forgiveness, from complicated calculations to a straightforward percentage off the bill. 40-50% is a generous compensation for a leak forgiveness. In this case this is what it would looklike.

Total water charger for December 2023 and January 2024= \$8394.75- base rate \$115 (2 months)= \$8279.75

-40% (3,311.90)= total water charges of \$4,967.85 owed

-50% (\$4,139.85) = total water charges of \$4,129.90 owed



PROPOSAL

SERVLINE UTILITIES PROTECTION

We pay for high water bills caused by customer leaks

HOMESERVE USA
7134 Lee Highway, Chattanooga, TN 37421
1 (866) 974-4801, info@servline.com, www.servline.com

Prepared For

TOWN OF HUNTSVILLE

7381 East 200 South
Huntsville, UT 84317

Proposal Issued: October 27, 2023

Proposal Valid:
30 Days from Issue Date

This proposal shows the premiums for the general coverage described, but in no way changes or affects any terms, conditions or exclusions of policies as actually issued. Premiums shown are based on information furnished to the company. Insurance for the ServLine program is issued to utilities and placed through HomeServe Insurance Agency Corp., a licensed Insurance agency. ServLine is a registered trademark.

EXECUTIVE SUMMARY – UTILITY & COMMUNITY PROTECTION

TOWN OF HUNTSVILLE

We understand that you are tirelessly working to improve and supply the best overall product while also often thanklessly striving to offer excellent customer service.

DESPITE ALL YOUR EFFORT – CUSTOMER LEAKS STILL CAUSE

- Financial Strain
- Administrative *and* Customer Burden
- Issues to Undermine Public Perception

MEET SERVLINE BY HOMESERVE

ServLine is a full-service customer leak solution. We pay for high water bills caused by customer leaks by insuring the Utility. More specifically, by insuring the Leak Protection Program and then administering it on your behalf.

- Financial Assistance
- Administrative Support & Customer Relief
- Public Relations Credibility



PROGRAM COMPARISON SIDE BY SIDE – LAP & LPP

COMPARISON TERMS

- LAP: Leak Adjustment Policy
- LPP: Leak Protection Program
- Frequency: Determined by the number of times an adjustment can be filed in a given time
- Qualifications: Determined by whether or not there is a limit that must be met prior to allowing for an adjustment
- Benefits are reflective of your current Leak Adjustment Policy & data
- Benefits are determined by how customer leaks are being adjusted. Unprovided benefits will not be covered

TOWN OF HUNTSVILLE - CURRENT LAP

BENEFIT FREQUENCY

No Written Leak Adjustment Policy
No Billing Cycle Frequency Stated

BENEFIT QUALIFIER

No Written Leak Adjustment Policy

ADDITIONAL COVERED BENEFITS

No Benefit Exceptions

SERVLIN LEAK PROTECTION PROGRAM (LPP)

BENEFIT FREQUENCY

1 Occurrence/ 12-month
2 Consecutive billing cycles allowed per occurrence
Ex. 1 billing cycle (month bill), 2 billing cycles (months)

BENEFIT QUALIFIER

2X Average Bill

ADDITIONAL COVERED BENEFITS

Dripping/ Leaking Faucets
Running Toilets/ Commodes
Water Heaters



PROPOSED SAMPLE LEAK PROTECTION PROGRAM POLICY (LPP)

TOWN OF HUNTSVILLE

PROPOSED SAMPLE LEAK PROTECTION PROGRAM POLICY

Town of Huntsville is changing our Leak Adjustment Policy effective DATE 1, 2023.
The following are qualifications for leak adjustments for the Town of Huntsville:

1. It is the customer's responsibility to keep his plumbing system in good working order.
2. No customer shall receive more than one (1) leak adjustment that could incorporate a maximum of two (2) billing cycles during any twelve (12) month period.
3. To qualify for a leak adjustment, the eligible plumbing leak must generate a minimum additional charge of at least two (2) times the average of the past twelve (12) months' bills.
4. Adjustments on water bills will NOT be made on the following:
 - a. Residential Customers who do not have their own water meter.
 - b. Commercial or Industrial Customers.
 - c. Premises left or abandoned without reasonable care for the plumbing system.
 - d. Leaks on irrigation systems or irrigation lines, leaks in water features such as fountains, etc., leaks on any water lines coming off the primary water service line, plumbing leaks in any structure other than the primary residence.
 - e. Negligent acts such as leaving water running.
 - f. Excess water charges not directly resulting from a qualifying plumbing leak.
 - g. Filling of swimming pools or leaks in swimming pools.
 - h. Watering of lawns or gardens.
 - i. *Master-metered multi-habitational accounts. (OPTIONAL)*
5. In the event of a qualifying leak adjustment, the customer will be responsible for paying their average bill. The average bill will be calculated using the previous twelve (12) months' bills, excluding the high bills pertaining to the qualifying leak. The leak adjustment amount will be reimbursed up to Town of Huntsville's chosen protection limit less the customer's average bill.
6. The Town of Huntsville shall not be obligated to make adjustments of any bills not submitted for adjustment within ninety (90) days from the billing date.
7. Customers must present proof that a leak has been repaired before an adjustment will be made. (i.e. copy of invoice for materials or bill from plumber)
8. In any case where a customer might incur a leak before there is three (3) months of average usage, an adjustment will not be made until they have established three (3) months of average usage.
9. Any enrolled customer may decline to participate in our ServLine Leak Protection Program by calling Phone Number. Any customer declining to participate in the program will be responsible for the full amount of their water bill with no adjustments being made. Our new Town of Huntsville ServLine Program is the only way qualifying leak adjustments will be made for leaks occurring after DATE 1, 2023.





SERVLINE
by HomeServe®

LEAK PROTECTION PROGRAM

Imagine what you could do if you were paid for every customer's high water bill – and no longer had to manage their frustration over having to pay for it.



WATER LEAK PROTECTION

Limit of Protection	Residential Monthly Rate
---------------------	-----------------------------

\$500 (Per Occurrence)	\$ 1.75
\$1,000 (Per Occurrence)	\$ 2.00
\$2,500 (Per Occurrence)	\$ 2.35

Deductible
Reporting Conditions
Reporting & Adjustment Period

Waived
Customer Schedule
Monthly

Special Terms and Conditions

- Coverage will be designed to reflect Town of Huntsville's Leak Protection Guidelines and eligibility established with ServLine.
- Master Metered Habitational (Residential Only) \$2.50 per unit
 - Limit Applies to Property Only and does not apply to units directly.
- Charges will be applied to the customers' utility bill.
- Limit of protection to be selected by the Utility.

Note: 10% Discount on rates if the above coverages are offered by electing to include in your base rate rather than on the utility bill.





APPENDIX



LEAK PROTECTION PROGRAM DEFINITIONS

- **Water Leak Protection**

Water Leak Protection covers excess water bills caused by a qualifying leak on the customer's side of the meter/point of responsibility. Developed in cooperation with ServLine and set according to the Utility's newly established Leak Protection Guidelines.

- **Sewer Leak Protection**

Sewer Leak Protection covers excess sewer bills in the event of a qualifying leak at the customer's point of responsibility. Developed in cooperation with ServLine and set according to the Utility's newly established Leak Protection Guidelines.

- **Residential**

Residential is defined as 2" meters or less with a single residential unit occupied as a residency. A qualifying unit must have a single meter to which it can be accounted for independently.

- **Commercial**

Commercial is defined as 2" meters or less with business or agricultural occupancy excluding master-metered habitational. A qualifying unit must have a single meter to which it can be accounted for independently.

Single Occupancy - Building has one business occupying space.

Multiple Occupancy - Building has more than one business occupying space.

- **Master-Metered Habitational**

Multi-Unit residential property with a master-meter measuring usage for all units.

- **Farms**

Residential Farm: Any farm that is a hobby or that does not derive additional income. There is no Agriculture meter or separate metered structures on the property and meets residential definition of the insurance company.

Commercial Farm: Any Farm that has an Agriculture meter/meter that services barns, cattle troughs, or other structures. Any Farm who derives income from the activities of the farm.

- **Rates w/ Data**

The rates furnished in this Proposal are determined by the data you have provided. It is mutually understood that the data produced, along with your explanation of how to interpret what is included in your data is done so in good faith and is complete and true to the best of your knowledge. All other factors have been determined in partnership with ServLine.

- **Leak Protection Program**

The ServLine Leak Protection Program enhances your current Leak Adjustment Policy and acts as a superseding document which will overlay your existing policy with the given enhancements. All qualifying customer leaks would adhere first to your ServLine Leak Protection Program and then would be addressed by your existing Leak Adjustment Policy. As a recommendation - Your Leak Adjustment Policy would be updated to address unqualifying leaks rather than qualifying customers who choose to decline protection.



SUMMARY FOR LEAK PROTECTION PROGRAM

BILLING

Agency Monthly Reporting

PROJECT SCOPE & PROCESS

- Approval of ServLine
- Program Implementation
- Utility Staff Training
- Announcement Materials
- Setup and Integration
- ServLine Administers Leak Protection Program
- ServLine Handles Claims, Payments and Customer Service

TERMS AND CONDITIONS

Terms and conditions outlined in the quote may differ from the specifications submitted; please review the specific coverage part for details on coverage and exclusions.

Average claims payment is between 10 - 20 Days.
Claims volume is due to change with seasons or other unforeseen events.
Pricing does not include taxes.

Reports & Premium due by the 15th of the month following a reporting period.
Example: Participating customers for month of January would be due no later than February 15th.
Premium payments include all participating customers and are not dependent on customer payment to the utility nor pending claims payments.

*This quote is valid for thirty (30) days from the date of this letter.
All rates are per participating customer per month.*

THANK YOU

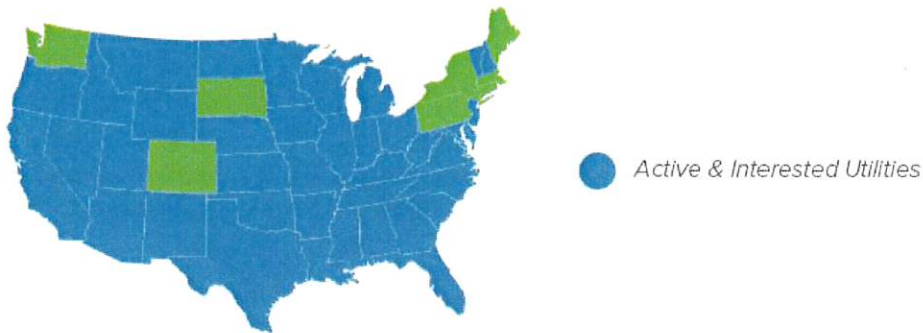
Thank you for your interest in becoming a valuable client of ServLine. We exist to make your Utility stronger and help you achieve your goals. One of our chief goals is to serve you and to earn the privilege of being one of your favorite service providers. The ServLine team is always looking to establish long-term meaningful relationships with the opportunity to serve your Utility and your customers with integrity and excellence.

DISCLAIMER

This proposal shows the premiums for the general coverage described, but in no way changes or affects any terms, conditions or exclusions of policies as actually issued. Premiums shown are based on information furnished to the company.



CLIENTS & PARTNERS



ASSOCIATION PARTNERS INCLUDE

National Rural Water Association (NRWA), Tennessee Association of Utility Districts (TAUD), Georgia Rural Water Association (GRWA), North Carolina Rural Water Association (NCRWA), Alabama Rural Water Association (ARWA), Alliance of Indiana Rural Water Association (AIRWA), Illinois Rural Water Association (IRWA), Iowa Rural Water Association (IRWA), Rural Water Association of Arizona (RWAA), Arkansas Rural Water Association (ARWA), California Rural Water Association (CRWA), Michigan Rural Water Association (MRWA), Delaware Rural Water Association (DRWA), Kentucky Rural Water Association (KRWA), Maryland Rural Water Association (MRWA), New Mexico Rural Water Association (NMRWA), Mississippi Rural Water Association (MRWA), Ohio Rural Water Association (ORWA), Virginia Rural Water Association (VRWA), Rural Water Association of Utah (RWAU), Idaho Rural Water Association (IRWA), New York Rural Water Association (NYRWA), (Nevada Rural Water Association (NvRWA), Montana Rural Water Systems (MRWS), Louisiana Rural Water Association (LRWA).



INSURANCE PROVIDERS INCLUDE

Hanover Insurance Company, Virginia Surety Company, Inc.



THANK YOU



**HUNTSVILLE TOWN
RESOLUTION 2024-03-28**

CODE ENFORCEMENT OFFICER

**A RESOLUTION OF HUNTSVILLE TOWN, UTAH, ESTABLISHING THE
POLICY AND ROLE OF THE CODE ENFORCEMENT OFFICER, OUTLINING
THE ENFORCEMENT ACTION PROCEDURES, AND IMPLEMENTING A
CODE VIOLATION COMPLAINT FEE.**

- A. **WHEREAS**, Huntsville Town (hereafter referred to as “Town”) is a municipal corporation, duly organized and existing under the laws of the State of Utah;
- B. **WHEREAS**, Title 10, Chapter 8, of the *Utah Code Annotated*, 1953, as amended, enables the Town to exercise certain police powers and nuisance abatement powers, including but not limited to providing for the safety and preservation of health, promotion of prosperity, improvement of the good order for the inhabitants and businesses of the Town;
- C. **WHEREAS**, Title 10, Chapter 11, of the *Utah Code Annotated*, 1953, as amended, authorizes the Town to conduct inspection and cleaning of certain property and nuisances;

NOW, THEREFORE, be it resolved by the Huntsville Town Council as follows:

Section 1: Repealer. Any word, sentence, paragraph, or phrase inconsistent with this Ordinance is hereby repealed and any reference thereto is hereby vacated.

Section 2: Amendment. The duties of the Code Enforcement Officer are hereby amended to read as follows:

1.

A. Code Compliance Officer Appointment. The mayor may appoint a Code Enforcement Officer subject to the advice and consent of the Huntsville Town Council. The Town Council may remove a Code Enforcement Officer by Majority vote.

2. Code Compliance Officer Authority. The Code Enforcement Officer is delegated authority to monitor and enforce provisions of the following titles of the Huntsville Municipal Code:

- A. Title 2 - Nuisance.
- B. Title 4 - Land Use Permits.
- C. Title 15 - Land Use Regulations.
- D. Title 16 - Streets and Rights-of-way

3. Enforcement Action Process.

A. Policy. It is the policy of Huntsville Town to recoup the costs related to Enforcement Actions, discourage complaints that lack probable cause, are duplicative, and/or that are retaliatory in nature.

B. Initiation. Enforcement Actions are initiated by the submission of a Code Violation Complaint to the Town Clerk along with the payment of a \$50.00 fee, subject to the following provisions:

- i. Complainants may choose not to identify themselves and may remain anonymous. Be advised that the Town attempts to keep complainants confidential. However, certain information is subject to state record laws and constitutional considerations that may require disclosure of the identity of a complainant.
- ii. A Town officer, acting in their official capacity, may submit a Code Violation Complaint without paying the respective fee. A Code Violation Complaint submitted by a Town officer shall not be anonymous.
- iii. The fee is refundable where complaints are found to have probable cause and enforcement action is pursued. No fee will be charged if there is a current enforcement action for the same complaint.

C. Procedure. Upon receipt of a Code Violation Complaint, the Code Enforcement Officer shall investigate the complaint and make a determination as to whether or not the alleged offense violates the Huntsville Town Municipal Code.

- i. If no violation is found, the Code Enforcement Officer shall conclude the investigation and terminate the Enforcement Action by filing a brief summary of the investigation with the Town.
- ii. If the Code Enforcement Officer concludes that the alleged offense violates the Huntsville Town Municipal Code they shall proceed with the Enforcement Action as directed under the respective titles:
 - a. Nuisance Violations. The Code Enforcement Officer shall enforce nuisance violations as directed under Title 2, Sections 2.3 and 2.4.
 - b. Land Use Violations. The Code Enforcement Officer shall enforce land use violations as directed under Title 15.31, Sections 15.31.4 and 15.31.5.
- iii. Any actions taken by the Code Enforcement Officer against an offender shall be reported to the Town Clerk to be filed with the specific Complaint file. Telephone calls made to the offender, or their representative may be

reported in summary form to the Town Clerk. Copies of any letters sent to the offender will be sent to the Town Clerk to be filed in the specific complaint file.

- E. No elected or appointed Town official shall attempt to influence the efforts or duties of the Code Enforcement Officer in any manner that would result in an inequitable application of the Town’s enforcement ordinances.
- F. The Town’s legal counsel may advise the Code Enforcement Officer with regard to questions of law and due process at any time during the Enforcement Action. Complaints may be referred to the Town Prosecutor for criminal charges where appropriate.

4. Appeals. Appeals to enforcement actions shall proceed as directed under the provisions of the following Huntsville Municipal Code titles:

- A. Nuisance Violations Appeals. Appeals to enforcement measures relating to nuisance violations shall proceed as directed under Title 2, Section 2.5 and Title 15.5.
- B. Land Use Violations Appeals. Appeals to enforcement measures relating to nuisance violations shall proceed as directed under Title 15.31, Section 15.31.6 and Title 15.5.

Section 3: Severability. If a court of competent jurisdiction determines that any part of this Resolution is unconstitutional or invalid, then such portion of this Resolution, or specific application of this Resolution, shall be severed from the remainder, which remainder shall continue in full force and effect.

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

VOTES	AYE	NAY	RECUSED	EXCUSED
Mayor Richard Sorensen				
CM Bruce Ahlstrom				
CM Sandy Hunter				
CM Lewis Johnson				
CM Artie Powell				

ADOPTED AND APPROVED on this ___ day of _____, 2024.

Richard Sorensen, Mayor

ATTEST:

Nikki Wolthuis, Recorder

RECORDED this ____ day of _____, 2024.

Huntsville Town Code Violation Complaint Form

(There is a \$50 fee to submit this form. The fee is refundable when the complaint is found to be probable and enforcement action is pursued. If there is current enforcement action for this complaint, no fee is required.)

Complainant Name:

Complainant Mailing Address:

Email:

Phone:

Complainant Signature: _____

Date:

Property Address of Code Violation:

Parcel Number(s) of Code Violation:

Parcel(s) Owner Name (if known):

Parcel(s) Owner Mailing Address (if known):

Description of Code Violation:

For Town Use

Fees Paid: _____

Complainant wishes to remain anonymous: Yes: No:

Town Clerk

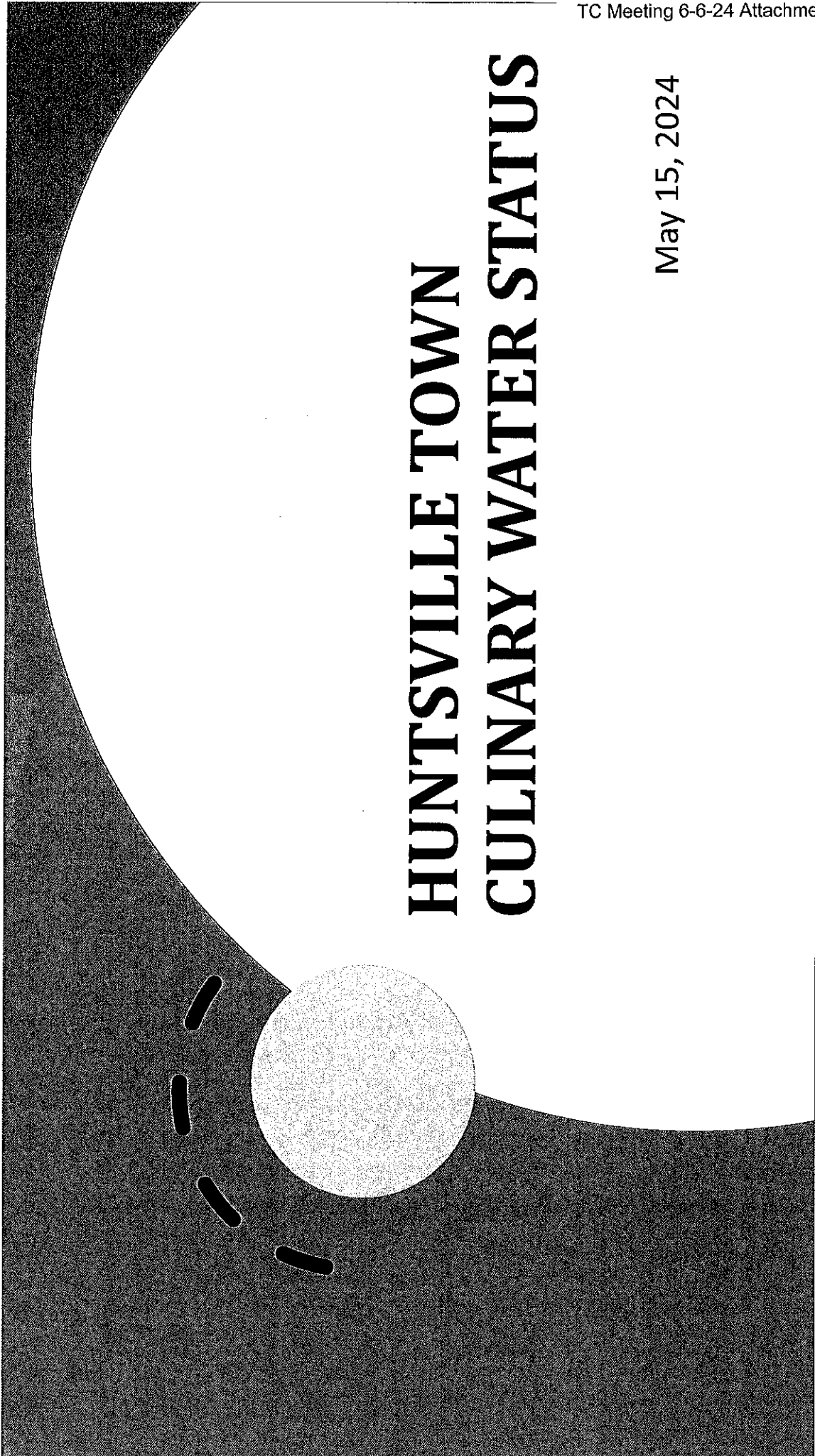
Date: _____

Complaint ID Number: _____

Disclaimer: Be advised that the Town attempts to keep complainants confidential. However, certain information is subject to state record laws and constitutional considerations that may require disclosure of the identity of a complainant.

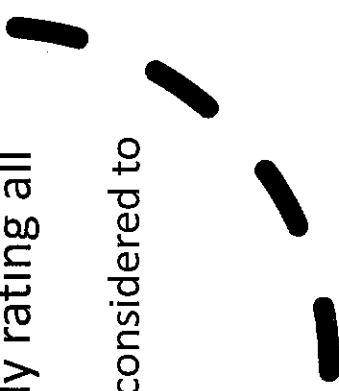
HUNTSVILLE TOWN CULINARY WATER STATUS

May 15, 2024



Recent Water & Wastewater Security Summit

- Attended the Summit on April 18-19 in SLC
 - Hosted by Utah DDW, DHS, CISA
 - Focused on current physical and cyber threats to these systems
- Utah Statewide Information & Analysis Center (SIAC) monitors five threat categories
 - Cyber
 - Targeted Violence
 - Drugs
 - Gangs
 - Human Trafficking
- Unfortunately, they are currently rating all five threats as 'substantial'
 - Only threats from violence were considered to not be persistent



Steps Huntsville Taking to Protect Our Water System

- Risk = Vulnerability x Impact x Likelihood of Attack
 - Our Vulnerability is medium high
 - Likelihood of Attack is lower than some larger systems in the area – vandalism always a possibility
- However, that doesn't mean we shouldn't be vigilant
- Steps to Increase Physical Security
 - Locking the entry gate to water plant
 - Electronic lock on access door all others on separate, controller key
 - Considering cameras and motion lighting
- Steps to Increase Cybersecurity
 - Stronger passwords on access to control computer

Potential Amendment To Title 10.3

- 10.3.B - “Huntsville Town will ~~then~~ install ~~the~~ water meters, ~~and~~ water meter boxes and lids. Huntsville Town will also either make the connection and install the necessary line from the water meter to the water system main line for a fee or inspect the connection prior to backfilling. ~~Such~~ Any installation will also include inspection, backfilling, and repair to streets disturbed during construction.”
- 10.4.D. – “It shall be unlawful for any person to make any connection with the Huntsville Town Culinary Water System, unless said person is an authorized contractor or a ~~working~~ for Huntsville Town employee.”

Potential Changes to Current Fees

Culinary Water System Infrastructure Fee (Huntsville Town) - \$7,500
Culinary Water System Infrastructure Fee (Out of Town) - \$30,000

Town Performed Culinary Connection (Main to Meter) – Actual cost. Average costs are \$3,000 when main on same side of street, \$6,000 when on opposite side of street

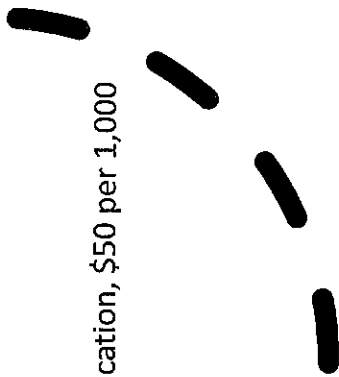
Culinary Water Meter – (~~3/4" meter*~~) – Actual cost of meter

Non-Town Performed Culinary Water Connection (Main to Meter) Inspection - \$150
Water Turn Off - \$ 75 Water Turn On - \$ 75
Meter Removal - \$150 Meter Install - \$150

Late Fee – 10% per month of the of the total bill, up to a maximum accumulation of \$50
Certified Letter - \$15 Returned Check - \$30

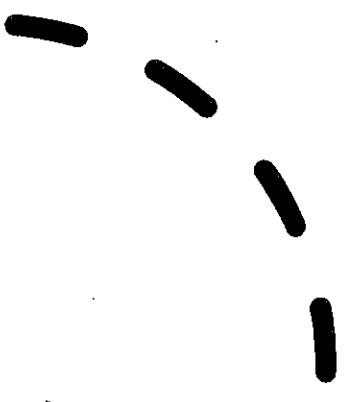
Fire Hydrant - \$20,000

Water Fees for Construction or Water Companies - \$25 application, \$50 per 1,000 gallons and \$25 for each additional 1,000 gallons



FY25 Water System Budget Variables

- Repair/Maintenance is largest planned expenditure item
 - Distribution system leaks are biggest unplanned contributor
- Several equipment sustainability enhancement replacements
- Complete mapping of distribution system
- Better institute the Cross Connection Program
- Conduct a Lead/Copper Survey



MINUTES OF THE HUNTSVILLE TOWN COUNCIL MEETING
Thursday, April 17, 2024, 6:00 p.m.
Huntsville Town Maintenance Building, 165 South 7500 East, Huntsville

Name	Title	Status
Richard L. Sorensen	Mayor	Present
Bruce Ahlstrom	Council Member	Present
Sandy Hunter	Council Member	Present
Lewis Johnson	Council Member	Present
Artie Powell	Council Member	Present
William Morris	Legal Counsel	Excused
Nikki Wolthuis	Clerk	Present

Citizens: Liz Poulter, Corey Shuman, Melissa Knowles-Town Treasurer

Zoom: Mayor Sorensen

1-TCM Sandy Hunter (Acting as Pro Temp Mayor) called the meeting to order.
 There is a full quorum present.

2-Pledge of Allegiance led by TCM Sandy Hunter

3-Opening Ceremony given by TCM Bruce Ahlstrom

4-Public Comments: None

5-Sheriff's Report - No report. Lt. Cowley was not present.

6. Discussion and/or Action on the Iron Lung Ride 2024 (See Attachment #1)

The Town Council discussed the ride and how much impact it would have on the park and the Town. It was determined that since the riders are spread throughout the day the impact would be small. Extra porta potties wouldn't need to be provided by race organizers. **Mayor Sorensen motioned to approve the Iron Lung Ride for 2024. TCM Powell seconded the motion.**

TCM Powell opened up a discussion on park fees. He wondered if the Special Event fee should be required for having 100 people rather than 150 people as it is now. He wondered what Eden and Liberty did for big events. He recalled how Liberty increased their fee to have RAGNAR use their park for their race this year. Mayor Sorensen agreed that it would be a good idea to check with the other parks to see how they are handling big events. TCM Hunter wanted to make sure that the Town was charging at least a \$250 refundable cleaning fee for events that aren't charged the full fee. She agreed with the others to revamp the special events fee for the future. Mayor Sorensen amended the motion to approve the Iron Lung Ride for 2024 and charge a \$250 refundable cleaning fee. **TCM Hunter seconded the motion. All votes Ayes. Motion passed.**

7. Discussion and/or action on approval of Summer Concert Series (Attachment #2)

Corey Shuman from the Gold Rush Gallery in Huntsville Town proposed a new idea for a Huntsville Town summer concert series. He had been talking with Lindsey Ketcham who is organizing the events for the 4th of July and who is also in charge of the Huntsville Marathon, to create the event. He showed a diagram of the park and explained that he wanted to compete with Blues and Brews at Snowbasin. His concerts would be held every 2-3 weeks on a Sunday at Huntsville Park. He would also include a farmer's market along 7400 S. in front of the BBQ restaurant and other businesses there.

TCM Hunter cautioned Mr. Shuman that having the event on a Sunday would be a hard sell for the community. She wondered if he was set on having it on a Sunday or whether he could move it to a Saturday? TCM Lewis Johnson stated that he preferred having it on a Saturday. The TC recalled a time when music was being played at Huntsville Square on a Sunday and it created a conflict with those attending church.

Mr. Shuman talked about how he would break up the revenue with the Town. Another suggestion was made that the Farmer's Market be held in front of Town Hall rather than over by the church. The TC suggested inviting Mr. Shuman to another meeting on July 18th so he could share some more concrete ideas.

Mayor Sorensen was a little concerned about the beer garden but thought things could be handled ok with fencing and security. He was also concerned with the bands and family reunions competing on a Saturday.

8. Discussion and/or action on approval of activities and venues for the Huntsville 4th of July Celebration

TCM Powell wondered about the melodrama and Nikki said that Paul Birkbeck had already finished the script. The TC discussed a time for that event. One suggestion was to have it on the 24th like had been done one year. Another was to have it after the patriotic program and before the DJ and fireworks, around 4:00-5:00 pm. TCM Powell updated the Town Council on vendors, kids games, and the breakfast. The breakfast will be in the southeast corner of the park and will be a catered event. It will not be as big as in the past, but if it goes well they will expand it next year. Brenly Burton will organize the race and Hilary Evans will do the parade. TCM Johnson suggested shutting down 300 S. on the south side of the park so the food trucks could line up there. The TC liked the suggestion.

9. Discussion and/or action on Resolution 2024 Arbor Day Proclamation. (Attachment #3)

TCM Hunter met with the tree committee, and they decided they want to have the Arbor Day Celebration this year on May 7th at 7 pm. They will have a class where Clint Hartmann, tree committee member and arborist will show how to prune a regular tree and a flowering tree. The class will be held at a residence in town.

TCM Powell motioned to adopt Resolution 2024, a resolution of the Huntsville Town Council proclaiming May 7, 2024 as Arbor Day in Huntsville, Utah. TCM Ahlstrom seconded the motion. All Ayes. Motion passed.

10. Discussion and/or action of Resolution 2024-03-28 Code Enforcement Officer. (Attachment #4)

TCM Hunter wondered whether they needed to reorganize how the Code Complaint Form is found online so it will be easier to find.

The Town Council discussed whether to keep charging a \$50 fee for filing a complaint. TCM Powell thought it was important to keep it to guard against frivolous complaints and also to not waste the code enforcement officer's time and resources. Mayor Sorensen and TCM Hunter wanted to remove the \$50 complaint fee.

Mayor Sorensen explained the history of the code complaint form and associated fee. It was drafted at a time when there were many complaints being made about a specific property.

TCM Johnson wondered what was the harm in charging the \$50 fee if it is refundable? It is refunded if there is probable cause or if the Code Enforcement Officer is already working on the same case. TCM Hunter discussed the importance of the fee being refunded.

Town Clerk, Nikki Wolthuis asked how the Code Enforcement Officer updated the Town on each case. TCM Hunter had thought about this issue and had drafted some more language for the resolution about it. She suggested adding a new paragraph to the document under "Land Use Violations- C" saying, "Any actions taken by the code enforcement officer with the offender shall be reported to the town clerk to be filed with the specific complaint file. Telephone calls may be reported in summary form to the town clerk and copies of any letters sent to the offender will be sent to the town clerk to be filed with the complaint."

TCM Powell suggested they make it clear on the complaint form that the fee is refundable for the reasons already stated. The TC also discussed how the ability to make an anonymous complaint might conflict with GRAMA laws. TCM Powell suggested they seek legal counsel on that. He wondered if they were giving people a false expectation that they could remain anonymous when they actually couldn't promise that.

The TC thought about tabling the resolution so that Nikki could talk to Attorney Morris about anonymity and TCM Hunter could work on the revision of the resolution. **TCM Sorensen motioned to table Resolution 2024-03-28 Code Enforcement Officer. TCM Ahlstrom seconded the motion. All votes Ayes. Motion passed.**

11. Discussion and/or action on Ordinance 2023-12-14, Title 15 and A-3 (Attachment #5)

TCM Powell had some suggestions to improve the document including minor clerical changes. TCM Hunter went through the suggestions one by one and stopped to talk about big changes. A lengthy discussion was had about breezeways connecting two homes or a home with an

accessory dwelling unit. They discussed STRs and the trouble with enforcement. The debate centered on the fact that bedrooms were allowed to be built in accessory units but they are not allowed to rent out these units. There is at least one home in Town that is renting out their home on a nightly basis. TCM Hunter explained that there was recent legislation stating that if a person had their property listed on a VRBO-like site it is free speech and someone cannot use that evidence to make a complaint.

A discussion was had about dwelling units that can't be occupied by more than four different families within a 12 month period. The purpose of that regulation was explained by TCM Hunter. It was created to prevent homes being turned into time share-like dwellings with multiple groups or families occupying the home a month at a time all year round. TCM Powell stated that he understood the intent of the regulation but felt like there are inconsistencies in the code regarding accessory dwelling units. He felt like if bedrooms and kitchens could be built above garages or barns and people aren't allowed to rent them out, it's an inconsistency. They shouldn't be issued a building permit to build such things and then not be allowed to use them as dwelling units.

Above-ground structures and setbacks were discussed. TCM Johnson explained that the history of the regulation for setbacks was to allow an emergency vehicle to be able to access the back of the properties in case of a fire or other event.

The definition of a structure was discussed, and the TC decided that to be a structure it had to require footings. An example was presented of a situation in Town where a patio was built off the back of a house that contained a swimming pool. It is taller than a typical patio and is very close to the neighboring property. Because the property sits higher the patio ended up looking like a cement wall right close to the back fence line. To avoid this situation in the future a clear definition of an above-ground structure was needed. Changes were proposed to add "requiring footings" after "above-ground structures" in the document.

To clarify that the Town does not allow accessory dwelling units to be rented out TCM Powell suggested that 15.10.5.A.8 should be shortened to read, "No accessory structure or building, or portion thereof, shall be rented, including in-kind considerations, as a dwelling unit."

TCM Ahlstrom suggested a second paragraph to address the use of the dwelling unit. It would say, "No accessory structure or building, or portion thereof, shall be used as a dwelling unit, except on a short-term basis, for no more than 15 days and only by friends and family of the owner while the owner is on the property." That paragraph was added as 15.10.5.A.9 and 15.6.2.G was also turned into two paragraphs to reflect that change. **TCM Ahlstrom motion to accept Ordinance 2023-12-14, Title 15 and A-3 with the changes. Roll call vote. Votes reflected below. Motion passed 4-1.**

VOTES	AYE	NAY	ABSTAIN	EXCUSED
Mayor Richard L. Sorensen	X			
CM Bruce Ahlstrom	X			
CM Lewis Johnson	X			
CM Sandy Hunter	X			

CM Artie Powell		X		
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12. Discussion and or action on approval of minutes for Town Council Meeting March 21, 2024 (Attachment #6)

TCM Powell wanted to leave out “in frustration” after the sentence about how Mark Ferrin left the meeting. He didn’t think we should attribute emotion to his actions. Nikki agreed to change it. **TCM Powell made a motion to approve the minutes as edited. TCM Ahlstrom seconded the motion. All votes Ayes. Motion passed.**

Department Updates

Mayor Sorensen- Town cleanup on Saturday

TCM Powell- Town cleanup is Saturday. The cabin needs work. The playground needs mulch, but it will have to be done at a later date.

TCM Hunter- There's a company called CivicInQ that has software for coding. The cost is \$1,100 a month. She and Town Clerks Beccki Endicott and Shannon Smith all had a zoom meeting with the company and had a favorable impression of it. Beckki could come in and present it in the next meeting for approval.

TCM Powell motioned to approve the March bills. TCM Ahlstrom seconded the motion. All votes Ayes. Motion passed.

TCM Ahlstrom motioned to close the meeting. TCM Hunter seconded the motion. All votes ayes. Motion passed.

Meeting adjourned at 8:39 p.m.

Nikki Wolthuis, Town Clerk