

**MINUTES OF THE HUNTSVILLE TOWN COUNCIL MEETING
AND CANVASS CERTIFICATION OF THE MUNICIPAL ELECTION**

Tuesday, December 5, 2023, 5:00 p.m.

Huntsville Town Maintenance Bldg., 165 South 7500 East, Huntsville

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

Citizens: Lewis Johnson, newly elected TC Member, Ron Gault, Water Board Chair.

Zoom: Mayor Richard Sorensen, TCM Kevin Anderson, TCM Artie Powell

1-TCM Bruce Ahlstrom, Acting Chair, 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 Lewis Johnson

4-Public Comments: None.

5-Sheriff's Report: None.

6-Discussion and/or Action on approval of Resolution 2023-12-05 a resolution approving the Canvass of the 2023 Municipal General Election (See Attachment #1)

Nikki Wolthuis, Clerk, read Resolution 2023-12-05: A Resolution approving the Canvass of the 2023 Municipal General Election. TCM Powell questioned whether the name of the reports was referenced correctly in the resolution. Nikki said she would correct the titles if needed before sending off the report to the Lt. Governor.

TCM Sandy Hunter motioned to approve Resolution 2023-12-05 a resolution approving the Canvass of the 2023 Municipal General Election. TCM Powell seconded the motion. Votes reflected below. Motion passed 4-0.

VOTES	AYE	NAY	ABSTAIN	EXCUSED
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Mayor Richard L. Sorensen	X			
CM Bruce Ahlstrom			X	
CM Kevin Anderson	X			
CM Sandy Hunter	X			
CM Artie Powell	X			

7. Discussion and/or action on approval of minutes for Town Council Meeting November 16, 2023 (See Attachment #2)

TCM Powell had some minor changes to a statement he had made about the water rates under action item #10. A few other clerical changes were suggested. **TCM Hunter motioned to approve the minutes for TC Meeting November 16, 2023, with the changes. TCM Ahlstrom seconded the motion. All votes Aye. Motion passed.**

8- Discussion and/or action on Proposed Water Rate Options

(See Attachment #3) Water board chair, Ron Gault made a presentation on water rates in Huntsville Town beginning with a discussion on different cases of non-water users. The TC talked about the option of turning off and turning on the water for these situations and the costs to do so. Hardship cases were discussed at length, and it was determined that an uninhabitable house was a good measurement for a hardship case.

Increasing the late fee from .85 cents to a 10% fee or more was discussed as more appropriate for late payments for regular users. The TC also discussed the installation fee and whether they needed to increase that as well. Is the current installation fee covering the actual cost of digging the line? TCM Powell wondered whether the connection fee of \$7,000 for in-town users or \$30,000 for out-of-town users covered the cost of everyone hooking up to the system. He pointed out that other utility companies had a flat fee that helped pay for everyone to connect. Ron Gault suggested that the connection fee was just covering the costs for infrastructure and maintenance of the water system. They discussed raising the installation fee from \$350 to \$500 or more. Ron was going to talk to Thom Summers and do more research to come up with a rate that would cover the cost of installation.

Mayor Sorensen had to leave the zoom meeting around 6:15 p.m.

TCM Powell stated that he was in favor of not giving any discounts on monthly water rates because of the difficulty of determining hardship cases without discrimination. There needs to be criteria to determine which cases are a hardship without a bias influencing the decision. Ron Gault stated that he would do more research and have a proposal at the next meeting. **TCM Hunter motioned to table the water rate options. TCM Ahlstrom seconded the motion. All votes Aye. Motion passed.**

9. Discussion and/or action on Harrison Water Connection (See Attachment #3)

Ron Gault gave the background on water connections in the Harrisons' neighborhood. The neighbors on either side of them are hooked up to the Town's water system, but they aren't. Years ago, before they purchased their property, Huntsville Town put a water line through their neighborhood. Harrisons' neighbors were given a connection to Huntsville Town free of charge in exchange for the easement through their properties. Mr. Harrison has asked for documentation that his property has an easement and would qualify for the connection, but the Town does not have any. He has asked the former property owners, and they don't have any record of it. A title search done by Ron ^{seems} also has not produced any evidence. The Harrisons just recently purchased property on the west of them and there is a Town water connection on this property with documentation.

Mr. Harrison wants a connection for his 28-acre property. Ron proposed giving the Harrisons a connection, documenting the easement, and having them pay the installation costs.

Lewis Johnson was given a minute to talk about the history of the Town's water line through the Harrisons' neighborhood. He explained that there was a disagreement at the time the line was placed about how to balance the cost of the easement with the cost of the connection. In the end, it was not an equal exchange. He also explained that this was not the first time the water line was put into the neighborhood. There was an old line already going through there and the Buhrelys and Richmonds were already hooked up to the old line before the new line was put in. Not all homes were getting a connection for the first time. It was Johnson's opinion that history is history and the Town should not be bound to offer a connection if the former property owners did not document the easement.

Ron stated that he would write a letter and propose an action to present to the TC in the following meeting before responding to the Harrisons.

TCM Hunter motioned to table the action on the Harrisons' water connection until the TC can review the letter. TCM Ahlstrom seconded the motion. All votes Aye. Motion passed.

10. Discussion and/or action on TC Meeting Schedule for 2024

The TC discussed the dates on the meeting schedule produced by Town Clerk, Shannon Smith and made some changes. It was determined that the TC would move a couple of their meetings to Wednesdays to allow for CERT training in April and May and would change other meetings throughout the year when needed.

TCM Hunter motioned to pass the 2024 TC Meeting schedule with the changes. TCM Ahlstrom seconded the motion. All votes Aye. Motion passed.

Department Updates

TCM Ahlstrom said there's a possibility the surveyor's stake in the cemetery can be moved to allow the two plots to still be used. It is under review, and they will know shortly if that will be done.

TCM Hunter first wanted to discuss the C2 zone and the rezone of the American Legion. She proposed waiving the rezone fee for the American Legion because their property should have come into the Town under that zone initially. It will be an action item on a future TC meeting after the PC has a chance to discuss it.

The second issue was the problem with trees and a fence placed in an alleyway on 400 S. The builder of the new barn on 400 S. has said that the property owner has talked to the landscaper, and he will remove them in the spring after his snowplow business concludes.

Next, a new law in Utah puts subdivision approval into the hands of the planning commission and no longer the Town Council effective January 2025. TCM Hunter received a letter from the Hansen Planning Group stating that they are one of those hired by the state to help municipalities rewrite their code. The state will pay up to \$14,000 of the cost. Hansen Planning Group has offered to do this work for Huntsville Town and TCM Hunter feels good about hiring them. It could be placed on the next TC Agenda to approve.

The surveyor who was working on 7700 E. has had surgery and hasn't worked on the survey yet. He is now back at the office and will have it done within the next month. Attorney Bill Morris has said that the property owners along that street could deed their property over to the Town with a signature and it wouldn't have to be a lengthy process.

TCM Powell- He had a question about a trespassing call to the Sheriff's department and wondered if it was the property on 7700 East. They looked over the issue and decided that it wasn't. TCM Powell was concerned about individuals regularly cutting across that property to access the highway or vice versa. TCM Hunter will talk to the future homeowner so he can put up a fence to prevent that from happening.

TCM Hunter motioned to adjourn the meeting. TCM Powell seconded the motion. All votes Aye. Motion passed.

Meeting adjourned at 7:15 p.m.



Nikki Wolthuis, Town Clerk



HUNTSVILLE TOWN
RESOLUTION 2023-12-05

A RESOLUTION OF HUNTSVILLE TOWN, UTAH, APPROVING THE CANVASS OF THE 2023 HUNTSVILLE TOWN MUNICIPAL GENERAL ELECTION.

WHEREAS, on November 21, 2023, the regular Municipal General Election was held; and

WHEREAS, on December 5, 2023, the Town Council convened as the Board of Canvassers, to canvass the returns of the said Municipal General Election; and

WHEREAS, the Town Council, during the canvass of the ballots, inspected the ballot results including any absentee ballots received by Election Day; and

WHEREAS, the Town Council has determined that the election and voting were conducted in compliance with law,

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

Section 1. The Town Council, as the official Board of Canvassers, hereby accepts and approves the reports entitled "Election Summary report" and "Statement of Votes Cast" for the 2023 Huntsville Town General Election held on November 21, 2023.

Section 2. The following candidates are declared to have received the number of votes indicated:

Town Council Seat (4-year term)

Lee G. Primm 130

Bruce Ahlstrom 144

Lewis Johnson 136

Section 3. The following Candidates, having qualified by number of votes, are declared elected as Town Council members to serve a four-year term beginning in January 2024:

P.O. Box 267
Huntsville, UT 84317

Phone 801.745.3420

Fax 801.745.1792

Web HuntsvilleTown.com

Mayor

Richard L. Sorensen

Town Council

Kevin Anderson

Sandy Hunter

Artie Powell

Bruce Ahlstrom

Town Clerk/Recorder

Beckki Endicott

Shannon Smith

Treasurer

Sheree Evans

Attorney

Bill Morris



Town Council Seat – Bruce Ahlstrom and Lewis Johnson

Section 4. The Town Clerk Recorder shall furnish a certified copy of this Resolution and copies of the Election Summary Report and Statement of Votes Cast to the Lieutenant Governor’s Office on or before the third Friday following the Municipal General Election.

Effective Date. This Resolution shall be effective immediately upon passage and adoption.

PASSED and ADOPTED on this 5th day of December, 2023.

Richard L. Sorensen
 Richard L. Sorensen, Mayor



ATTEST:
Nikki Wolthuis
 Nikki Wolthuis, Clerk Recorder

VOTES:	
APPROVED	
AYES:	Mayor Richard Sorensen Council Member Sandy Hunter Council Member Artie Powell Council Member Kevin Anderson
NAYS:	
EXCUSED:	Council Member Bruce Ahlstrom

P.O. Box 267
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 Beckki Endicott
 Shannon Smith

Treasurer
 Sheree Evans

Attorney
 Bill Morris

Statistics TOTAL

Registered Voters - Total 416
Voter Turnout - Total 58.89%

HUNTSVILLE TOWN COUNCIL

Vote For 2

	TOTAL	VOTE %
BRUCE AHLSTROM	144	29.39%
LEWIS JOHNSON	136	27.76%
LEE G PRIMM	130	26.53%

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HUNTSVILLE TOWN COUNCIL

Vote For 2

	TOTAL	VOTE %
BRUCE AHLSTROM	144	29.39%
LEWIS JOHNSON	136	27.76%
LEE G PRIMM	130	26.53%

REQUIRED in Canvass Report

20A-4-304

Canvass Info

Weber County Elections
2023 Municipal General Election
Tuesday, November 21, 2023
Summary of ballots mailed, returned, cast and counted
The information in this report is true and accurate as of 12/4/23

Huntsville Town

Registered Voters 416
Voter Turnout 58.89%
Nikki Wolfthuis - Town Clerk

Town Council

Total number of votes given to each candidate	Attached: SUMMARY
LEE G PRIMM	
BRUCE AHLSTROM	
LEWIS JOHNSON	

Total number of votes cast 244

Statistics	Quantity	Percentage
Number of ballots counted	244	58%
Number of ballots rejected	8	3%

See below in "Ballots Returned but not Counted" for breakdown

Provisional Ballot Summary	Quantity	Percentage
Provisional ballots cast	1	0%
Provisional ballots counted	1	100%
Provisional ballots not counted	0	
Already voted		
Incomplete registration		
Invalid		
No ID		
No proof of residency		
Wrong precinct		

Precinct level results	Attached email, SOVC
Ballot Reconciliation Report	This spreadsheet
Statement certifying the information is accurate	Above

Summary results

Attached email: SUMMARY

Other Election Stats

By-Mail Ballot Summary	Votes	Turnout
Ballots mailed to voters	421	
Ballots cast	244	58%
Ballots not returned by voters	177	42%
Undeliverable ballots	5	1%

Ballots Returned but not Counted*	Quantity	Percentage
Returned past the deadline	3	1.2%
Signatures did not match voter record	3	1.2%
Returned unsigned	1	0.4%
Empty envelope	0	
Signed by someone other than the voter	1	0.4%
Ballot without a return envelope	0	
Total	8	3.3%

* Each voter whose ballot would not be counted as a result of their signature was notified of the reason their ballot would not be counted and given instructions on how to correct the deficiency.

MINUTES OF THE HUNTSVILLE TOWN COUNCIL MEETING
Thursday, November 16, 2023, 6:00 p.m.
Huntsville Town Maintenance Bldg., 165 South 7500 East, Huntsville

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

Citizens: Lt. Cowley, Kay Larrison, acting treasurer, Cami Moss, auditor, Lonny and Nancy Bailey, Laurie Porter, Ron Gault, water board chair, Liz Poulter.

Zoom: Sheree Evans – Treasurer

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

2-Pledge of Allegiance led by Lt. Cowley

3-Opening Ceremony given by TCM Artie Powell

4-Public Comments: Lonny Bailey stated that the Forest Service was having a survey done and he was there in the cemetery when the surveyors came. The hub of their survey is a stake they unearthed from the northwest corner of the cemetery. The stake is small in diameter but is surrounded by thick cement. It is located right in the middle of several family plots. Cathy Stoker, Cemetery Sexton will work with the family owners of the plots to find a solution.

5-Sheriff's Report: **(See Attachment #1)** TCM Artie Powell asked Lt. Cowley about the stalking charge and gunshots fired. Lt. Cowley explained that the stalking call was a woman in town asking about what to do about a family member who was causing problems. The gunshots were from hunters down in the river bottoms. A separate gunshot in Town was discussed but it was more current and not listed on the Sheriff's report.

6-Discussion and/or Action on approval of the First Quarter Financial Report

The TC had tabled the approval of the report in the previous meeting because they were curious about the \$20,673.62 allocated to the July 4th Fund on the report. **(See Attachment #2)** Kay Larrison emailed the TC during the week to explain that a few years ago when Huntsville Town consolidated their checking accounts, the July 4th checking account was dissolved and the money was put into the general account and set aside as the July 4th fund. **TCM Powell motioned to approve the 1st quarter financial report. TCM Hunter seconded the motion. Roll Call Vote. Votes reflected below. Motion passed 4-0.**

VOTES	AYE	NAY	ABSTAIN	EXCUSED
Mayor Richard L. Sorensen	X			
CM Bruce Ahlstrom	X			
CM Kevin Anderson				X
CM Sandy Hunter	X			
CM Artie Powell	X			

7. Discussion and/or action on the Lonny Bailey's Annexation proposal (See Attachment #3)

Mayor Sorensen explained the history of the Bailey's ^{are} and Laurie Porter and Sanford Moss' annexation plans. There ^{is} around 16.5 acres between them including possibly 2-3 water hookups in the future. He turned the time over to them to explain what they hoped to do.

Lonny stated that they are still very interested in annexing into the Town. Their desire is to preserve open space. They don't feel like they would be a burden on the infrastructure as they are already hooked up to the Town's water.

TCM Hunter reviewed how many water shares Laurie Porter would need in the future if she and her husband Sanford Moss decided to develop their land. Mrs. Porter stated that they had no plans to build any more homes on the property. The ground is pretty wet with cattails growing on it and sometimes the hay wagon gets stuck going through there.

Mayor Sorensen and TCM Ahlstrom spoke in favor of annexing the properties. TCM Hunter was hesitant based on principle but expressed her support for the action. TCM Powell does not support any new annexations because of the possible strain on the water system and spoke against it. The TC discussed the fact that the newly elected TC Members may or not be in favor of annexation, but if they were to vote on it today there would be a majority vote.

The TC discussed the timeline for the annexation and the costs involved. The discussion ended with a plan to have Lonny and Nancy meet with Nikki, ^{the} Town Clerk, the next day to begin a Notice of Intent.

8- Discussion and/or action on acceptance of the 2022/23 Audit Report.

(See Attachment #4) Cami Moss, auditor, read the letter to Huntsville Town written in summary of the report. The Town is in good condition. Suggestions that were given in the past were followed and implemented. Capital assets increased this year. Some categories were over budget by small margins but overall, the Town was under budget. It was suggested that the Town watch each category carefully and amend the budget as needed. The full report can be found at the Town office for anyone who desires to read it in its entirety.

TCM Hunter motioned to accept the 2022/23 audit report. TCM Ahlstrom seconded the Motion. Roll call vote. Votes reflected below. Motion passed 4-0.

VOTES	AYE	NAY	ABSTAIN	EXCUSED
Mayor Richard L. Sorensen	X			
CM Bruce Ahlstrom	X			
CM Kevin Anderson				X
CM Sandy Hunter	X			
CM Artie Powell	X			

Before moving on from a discussion about the budget, TCM Powell wanted to ask questions about several parts of the 1st quarter financial report. It looked like the Town was already over budget in a few areas and he wondered if they should adjust the budget quarterly to stay on track. Sheree Evans explained that amending the budget can be a lengthy process involving public hearings and it worked better to do it in May, just before the end of the fiscal year. Kay Larrison stated that they could maybe do it twice a year but agreed with Sheree that amending the budget more often would be a little difficult.

Kay Larrison and Sheree Evans left the meeting at 7:24 p.m.

9. Discussion and/or action on approval of Minutes for Town Council Meeting November 2, 2023 (See Attachment #5)

TCM Hunter had corrections on the Wangsgard discussion regarding the need to change their address to 450 N. She also clarified that she is not on the planning commission but is the TC liaison serving on the planning commission. Nikki said she would make the changes.

TCM Ahlstrom motioned to approve the Minutes for Town Council Meeting November 2, 2023 with the changes. TCM Powell seconded the motion. All votes Aye. Motion passed.

10. Discussion and/or action on Options and Financial Impacts of Reduced water billing for Non-Users/Hardship Cases (See Attachment #6)

A few water users had written letters to the Town asking for a discount on their bill for non-use. One individual had a hardship case because they are not able to inhabit their home due to a roof collapse. The water board chair, Ron Gault, was at the meeting to address this issue and work on a fair solution for all. He began the discussion by showing pictures and talking about the massive water leak that had happened in the past week. With his presentation he illustrated the need for Huntsville water users to help pay for infrastructure and maintenance costs. He made some calculations to separate these costs from the water itself and concluded that it was around \$38.50 for infrastructure and maintenance. Currently in town users are paying \$57.50 and out of town residents are paying \$75 for the basic water rate. TCM Hunter compared Huntsville's water rates to Ogden City's and found that Ogden has a base rate of \$40 plus a cost per 1,000 gallons used. It ended up being about \$15 for 7,000 gallons. She proposed that Huntsville could use the same calculations and knock \$15 off the bill of non-users. The TC discussed how much would be lost in revenue if they discounted every non-user. They also discussed whether to turn off water meters and turn them back on and the hassle of doing so. They debated different prices for making it worth the work involved.

Mayor Sorensen motioned to reduce the bill by \$15 per month for hardship cases. The water must be turned off and the user must pay a minimum of \$50 for turning it off and

another \$50 to turn it back on. TCM Powell asked what would constitute a hardship case. Mayor Sorensen gave examples of a house burning down or a roof caving in, or not inhabiting a house for 30 years. **TCM Hunter seconded the motion.**

TCM Ahlstrom discussed further how to judge a hardship case and who would make that determination. Mayor Sorensen wondered if they should also not allow any shut-off/turn-on during winter months. **Mayor Sorensen amended his motion to say there would be a discount of \$15 per month on a bill for non-users and a \$75 shutoff fee and a \$75 turn on fee and that the water could not be shut off or turned back on from December 1st to March 31st.**

The TC debated the dates and whether the snow would be deep enough on December 1st to warrant that rule. TCM Ahlstrom pointed out that a newly constructed home that is completed during winter months wouldn't be able to turn on their water immediately under this rule. **He suggested a 2nd amendment that would say that they wouldn't shut off the water in the winter months, but they could turn it on.**

Nikki Wolthuis, clerk, pointed out that this policy would not help the woman who can't inhabit her home because the roof caved in. She would only be getting a discount after 10 months because it would take that long to break even after paying the \$150 fee.

The TC further discussed hardship cases and also retroactive payment assistance. TCM Hunter wondered if they could waive the turnoff/turn on fee if it was a hardship? The TC discussed adding that to the motion. TCM Powell pointed out that a person is actually going to be paying less money for their bill than they were before the rate change because of the discount. He wondered if they should just take the bill down to what it was before, making it a \$7.50 discount for in-Town users versus the proposed \$15 discount. **TCM Ahlstrom motioned to table the water rate adjustment for unusual circumstances to allow more time to gather information. TCM Hunter seconded the motion. All votes Aye. Motion passed.**

Ron Gault wanted to discuss the Harrison's desire to obtain a Town water connection. His neighbors already have a connection, and he wants one too. There is no documented ROW for Harrisons. It may not have been recorded properly. He would need to pay the \$30,000 for out-of-town water connections.

11. Discussion and/or action on TC Meeting Schedule for 2024

TCM Ahlstrom is working on emergency preparedness for the next year and noted that many of the trainings are on Thursdays. It's a good night to catch people. He wondered if they should change TC meetings to a different night so people could attend the CERT meetings on Thursdays. He also acknowledged that people know that TC meetings are always on Thursdays and it might be a good idea to keep them that way. Mayor Sorensen thought that maybe they should wait until they could talk to the new council members to see what day is good for them. He also said his best nights are Thursdays and wondered if they could just change the meeting nights for special occasions. TCM Ahlstrom said that there are several Thursdays during the year when the CERT meetings are held. **Mayor Sorensen motioned to table the issue until the next meeting in order to get input from the new council members. TCM Ahlstrom seconded the motion. All votes Aye. Motion passed.**

12. Discussion and/or action on approval of the Annexation Expansion Map

(See Attachment #7)

Mayor Sorensen discussed the Starks' plan to annex into the Town and referred to the motion from the last meeting that stated that the Town would consider the annexation if they would agree to build the number of homes on the property that they had originally proposed. The TC discussed the wetlands that are on the property and how to avoid problems with building on them or close to them.

TCM Hunter wondered if they should take properties out of the annexation map that they don't plan on annexing. Ultimately, the TC decided to leave the properties in because of time and expense in changing the map yet again.

TCM Ahlstrom motioned to approve Huntsville's Annexation Expansion Map. TCM Hunter seconded the motion. Roll call vote. Votes reflected below. Motion passed 3-1.

VOTES	AYE	NAY	ABSTAIN	EXCUSED
Mayor Richard L. Sorensen	X			
CM Bruce Ahlstrom	X			
CM Kevin Anderson				X
CM Sandy Hunter	X			
CM Artie Powell		X		

Department Updates

Mayor Sorensen asked to have a closed session after the regular meeting.

TCM Ahlstrom reminded the council about the Earthquake preparedness meeting on January 11th at the library.

TCM Sandy Hunter- The A20 ordinance that she's been working on will be discussed in the next PC meeting in January. She also explained a situation in Town where a homeowner has built a fence in an alleyway. The TC discussed possible actions they could take including giving a code violation.

TCM Powell- The OV Parks board has been discussing the budget for the year. Huntsville Town has a separate budget but gets money from the board as well.

Mayor Sorensen- The Aldous cabin roof repair has been held up by a material shortage, but the repairs will be completed on the 27th.

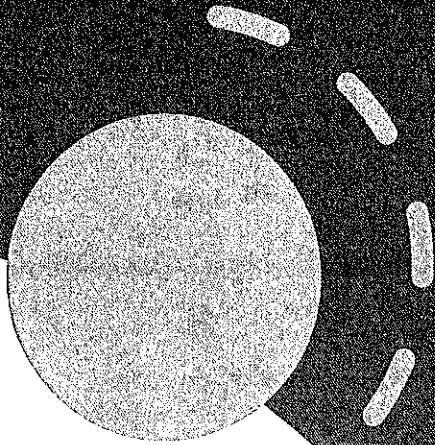
TCM Ahlstrom motioned to approve the bills for October. TCM Powell seconded the motion. All votes aye. Motion passed.

TCM Powell motioned to adjourn the meeting. TCM Hunter seconded the motion. All votes Aye. Motion passed.

Meeting adjourned at 9:05 p.m.

Nikki Wolthuis, Town Clerk

DRAFT

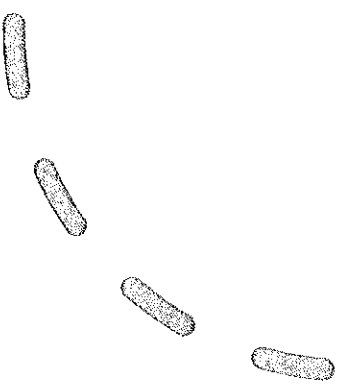


**HUNTSVILLE TOWN
CULINARY WATER FEE
ADDITIONS AND HARRISON
CONNECTION REQUEST**

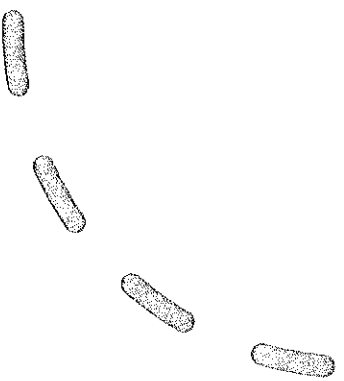
December 5, 2023

Agenda

- Review Potential Changes to Water Fees
- Harrison Request for Water Hookup

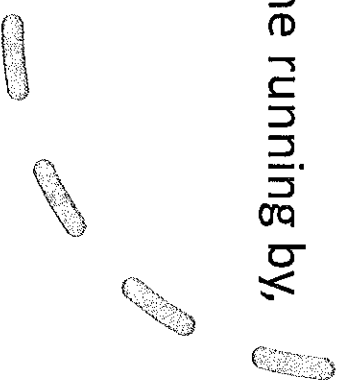


Potential Changes to Water Fees



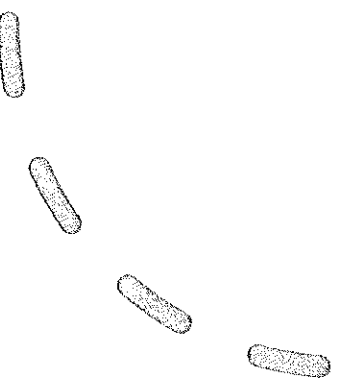
What Are the Categories of Water System Customers?

- Primary category is the residential user
 - 318 connections, which includes full and part-time
- Commercial, Forest Service
 - 7 connections currently
- Lots with connections, not using water
 - Unoccupied structures (e.g., Cleo Bauer)
 - Uninhabitable (e.g., Jensen, Michelony)
- Lots with connections but no meter
 - Vacant lots that once had a house
 - Vacant lots ready for building
- Not a customer – lots that have a line running by, but never had a connection
 - Has not paid the connection fee



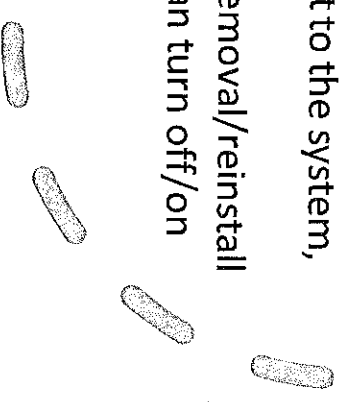
Residential and Commercial Connections

- Monthly charges account for the bulk of our revenue
- Recommend keeping the current turn off/turn on fee (\$75)
 - Accounts for the temporary turn off for building/remodeling/maintenance



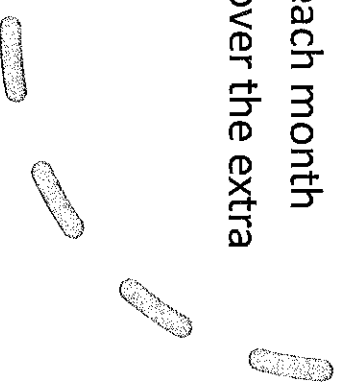
Connections in Place, but Not Using Water

- If a connection and meter is in place, they're pay the minimum monthly fee
 - Not using does not mean temporarily not using (i.e., seasonal resident)
 - Water is there if and when they want it
 - Some uninhabitable situations are only using water for repairs
- If there is no meter, we're not charging
 - Water is not available – similar to gas and electric connections that are turned off
 - We could establish a meter removal/reinstall fee in lieu of the current turn off fee
 - When user desires to reconnect to the system, pays the reinstall meter fee
 - Recommend ~\$150 for meter removal/reinstall
 - Takes longer to conduct than turn off/on



Hardship Cases?

- What are potential criteria for determining hardship?
 - Unexpected loss of income
 - Income below the establish poverty line
 - Unfortunate circumstance
- Hardship cases would be handled on a case-by-case basis
 - What's a reasonable reduction in monthly fee?
- There are a few users that are falling behind on payments
 - Certified letters have to be sent each month
 - Increased late fee is needed to cover the extra clerical time involved



Potential Changes to Current Fees

Late Fee - ~~1-1/2%~~ 10% of the total bill
Certified Letter Fee - \$ 15 Return Check Fee - \$ 30

Water Turn Off ~~Shut Off~~ Fee - \$ 75 Water Turn On ~~Reconnect~~ Fee - \$ 75

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

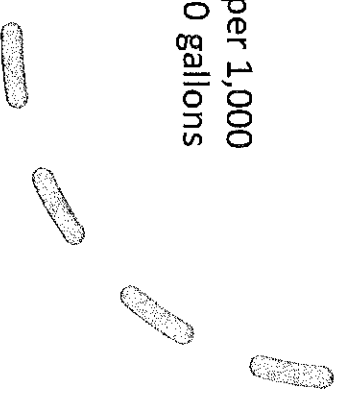
Culinary Water Meter Fee (3/4" meter*) - \$ 350

Culinary Water Connection Installation Fees (~~per~~ ~~wide~~ ~~for~~ up to 30 feet of 3/4" ~~at~~ ~~est~~ ~~of~~) - \$ 350. Property Owner will pay the cost of connection beyond 30 feet of 3/4" pipe

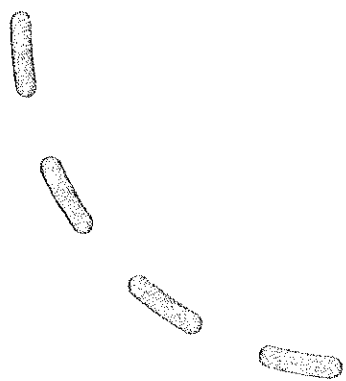
Meter Removal/Reinstall Fee - \$150

Fire Hydrant - \$ 20,000

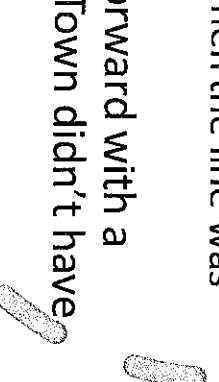
Water Fees for Construction or Companies - \$ 50 per 1,000 gallons and \$ 25 for each additional 1,000 gallons



**Harrison
Request for
Water
Hookup**



Harrison Request for Water Hookup

- Piping from the treatment plant to Town has easements through private properties
 - Talking to Scott Richardson, we executed easements with owners along the entire route
 - Negotiated no connection fee hookups in return for easements
 - Harrisons have requested a hookup as their property never received one
 - No documented easement for the property was found via a title search they funded
 - They didn't own the property when the line was installed
 - Recently the Richmond's came forward with a documented easement that the Town didn't have a copy of
- 

Recommendation for Harrison Property

- Easements exist with owners on either side
 - Burley and Richmond (Harrison just purchased this property)
- While currently no out of town connections are being granted, will service letters/easements have recently surfaced
 - Recently it was Bennet and now Richmond
- Recommendation
 - Provide Harrison with a no fee single connection, comparable to the other nearby easements
 - If they want to install the connection, there would be the usual out-of-town installation fees
 - Execute an easement document that identifies the exact routing to avoid future issues

Dear Mayor Sorensen and Council Members Hunter, Powell, Andersen and Ahlstrom

August 2022, several months after the passing of my husband, I moved from California and purchased a 528 square foot cabin off of Highway 39 to be closer to my brother, residents of Huntsville proper. My address is [REDACTED], Huntsville, but the property is actually in Weber County.

During the 2022-23 winter, the unprecedented snowfall caused the back of my roof to give way, water bubbles appeared in my bedroom, the front window leaked puddles onto my floor, and the carport succumbed under the load removing the electrical panel. Needless to say, it was unsafe to remain and forced to move out of Ogden Valley. Presently I am waiting for Weber County to approve renovation plans which will not occur this year.

I am requesting your consideration in lowering my monthly water fee as I am unable to live at the above address until plans have been approved and renovation has been completed.

Sincerely,
Suzanne Michelony

November 8, 2023

Dear Huntsville Water ,

Speaking with Shanna about the water billing on the property at 7335 East 200 South that is not inhabitable and rising cost of it.

I am requesting for your consideration to lower the billing Since water is never being used and shut off.

I would appreciate any help you can give me in this regard. I don't mind paying a smaller amount like we used to.

I love Huntsville and have lived here a very long time and want to be fair with the town as well.

I appreciate everyone who helps make Huntsville a great place to live.

Cleo Crandall

Sincerely.. Cleo Crandall

~~XXXXXXXXXXXX~~

Huntsville TownTown Council & Planning Commission Monthly Meetings 2024

In accordance with Utah Code Section 52-4-202(2), notice is hereby given of the 2024 Meeting Schedule for Huntsville Town. The Town Council will meet on January 4th, 2024 at 6:45 p.m., and will subsequently meet the first and third Thursday of each month thereafter at 6:45pm. The Planning Commission will meet on January 25th, 2024, at 6:30 p.m. and will subsequently meet the fourth Thursday of each month thereafter at 6:30pm. Work sessions, special meetings, or emergency meetings may be held as needed in accordance with state law. A notice and agenda for each meeting will be posted prior to a meeting in accordance with state law. Some meetings may be cancelled. *or rearranged or rescheduled* Meetings will be held at the Ogden Valley Library, 131 S. 7400 E. or Town Shops 167 S. 7500 E., Huntsville UT, 84317. Zoom link available at Huntsvilletown.com, as applicable. For special accommodations contact the city office at least 24-hours before any meeting. For questions, contact the Town Office at 801-745-3420. Published December 1, 2022.

Town Council	Planning Commission
January 4 th & 18 th	January 25 th
<i>(Wed)</i> February 1 st & 15 th <i>7th 21st</i>	February 22 nd <i>20th</i>
March 2nd & 16th <i>7th 21st</i>	March 28 th
April 18 th	April 25 th
May 2 nd & 16 th	May 23 rd <i>20th</i>
June 6 th & 20 th	June 19 th <i>20th</i>
July 18 th	July 25 th
August 1 st & 15 th	August 25 th <i>22nd</i>
September 7 th & 21 st <i>5th + 19th</i>	September 26 th
October 3 rd & 17 th	October 24 th
November 7 th	November 13 th <i>14th</i>
December 5 th	December 12 th

CERTIFICATE OF PASSAGE AND PUBLICATION OR POSTING According to the provision of U.C.A. §10-3-713, 1953 as amended, I, the municipal clerk/recorder of Huntsville Town, hereby certify that foregoing agenda was duly published, or posted the following:

Dated this 4th day of December 2023

Shannon Smith, Clerk

Town Hall
Post Office
huntsvilletown.com
pmn.utah.gov