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2
3 Minutes of the Meeting of the City Council of West Bountiful City held on Tuesday, October 16,
4 2012 at West Bountiful City Hall, Davis County, Utah
5
6

7 Those in Attendance

8 MEMBERS PRESENT: Mayor Kenneth Romney, James Ahlstrom, Mark
9 Preece, James Bruhn, Dave Tovey, Debbie McKean.

11 STAFF PRESENT: Craig Howe (City Administrator), Heidi Voordeckers
12 (City Recorder), Cathy Brightwell (Deputy Recorder), Ben White (City
13 Engineer), Steve Doxey (City Attorney), Chief Todd Hixson, Nathalie
14 Ellingson (secretary).
15

16 VISITORS: Kelly Class, Jeff Stucki, Zander McFarland, Matt Frame,
17 Riggs Stubbs, Collin Anderson, Josh Davis, Joshua Zelade, Ethan
18 Eisenbarth, Bryan Millard, David Young, Greg Millard, Kaden Jones,
19 Curtis Jones, Keenan Jones, Kaden James, Kyle Jones, Terry, Olsen, Alan
20 Malan, Doug Lane, Natalie McKean, Jason Thompson, K. Morton, Scott
21 Thompson, Jeff Lund, McKay Simpson, Kevin Lee, Mark Simpson, Boy
22 Scout Troops 520 and 665.
23

24 Called to Order: Mayor Romney called this meeting to order at 7:35 pm.
25

26 Invocation/Thought – Austin Stucki gave the Scout Oath and Jordan Ricks from Troop 520 gave the
27 Scout Law.

28 Pledge of Allegiance was led by Matt Frame from Troop 665.
29

30 1.
31 Accept Agenda

32 MOTION: Debbie McKean moved to accept the agenda.
33
34

35 SECOND: James Bruhn seconded the Motion.
36

37 PASSED: Voting was as follows:
38 James Ahlstrom – Aye
39 Mark Preece – Aye
40 James Bruhn – Aye
41 Dave Tovey – Aye
42 Debbie McKean – Aye
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49 2.
50 Public Comment

51 No comments.
52
53

54 3.
55 Employee of the Month

56 Kelly Class – Natalie McKean, an employee at the golf course,
57 continuously exceeds standards of her position, accepts new assignments
58 and helps everyone. She is steadfast and cheerful, calm, positive and
59 timely. She is a self-starter and a great asset to the golf course.
60
61
62

1 4.
2 Holly Frontier – Conrad Jensen

3
4 Mr. Jensen presented an update on the event that happened at the refinery
5 on August 30, 2012. At 6:45 pm, the top seam of a heavy oil (similar to
6 motor oil) tank broke and the tank split open. Pressure that had built up
7 inside the tank escaped through the top, sending oil droplets into the wind,
8 which carried them southeast. Employees followed the plume and it fell
9 out about 2 1/2 miles away, close to Chelsea Drive in Bountiful. No one
10 was injured due to the event. Some drivers of convertibles on the freeway
11 got oil on them but they were checked by Holly's nurse and were okay.
12 The West Bountiful and Woods Cross police were on hand, as well as the
13 South Davis Metro Fire Department, UDOT, and Union Pacific. Material
14 and water were tested by the Department of Environment Quality and
15 Water Quality, Davis County Health, and OSHA, and no impact was
16 found. Holly has been in contact with property owners who have made
17 close to 405 claims due to damage from the oil, checking to make sure
18 everything is done to their satisfaction. There are approximately two
19 dozen claims still pending. The refinery also replaced the sod behind the
20 animal hospital for the safety of the animals.

21
22 Mr. Jensen was asked how much material was lost, and he explained that
23 they determined a lot of what escaped was water. They are going to
24 review the appropriate standards to see if they can make improvements to
25 the tanks, as some do contain harmful material. They will report to the
26 council on those improvements.

27
28 5.
29 Golf Report – Kelly Class

30
31 Mr. Class reported that income was down from the prior year, more than
32 likely due to the construction on 400 North, and the Groupon discounts
33 that were run last year. The greens were airified earlier than usual this
34 year so the greens would have time to heal. Also, two groups did not
35 return this year because they did not like golfing around mowers. Due to
36 the good weather, they have had 166 off-season rounds this year.

37
38 There was some discussion regarding advertising the golf course with
39 signs, which are very expensive, and text message advertisements, about
40 which there were complaints. The golf committee will discuss issues such
41 as the mowing in their meetings.

42
43 6.
44 Consider Approval of Resolution 300-12,
45 a Resolution Modifying the 2009 Bylaws
46 of the West Bountiful Planning Commission

47
48 Mayor Romney explained to the public the function of the Planning
49 Commission. The revisions and modifications included all those
50 discussed at the recent work meeting, and they have been reviewed by
51 Steve Doxey.

52
53 MOTION: James Ahlstrom moved to approve Resolution 300-12
54 modifying the 2009 bylaws of the West Bountiful Planning Commission.

55
56 SECOND: James Bruhn seconded the Motion.

57
58 PASSED: Voting by roll call was as follows:

59 James Ahlstrom – Aye
60 Mark Preece – Aye
61 James Bruhn – Aye
62 Dave Tovey – Aye

1 Debbie McKean – Aye
2

3 7.
4 Consider Approval of Resolution 301-12,
5 a Resolution Establishing a Consolidated
6 Fee Schedule for the City of West Bountiful.
7

8 MOTION: Debbie McKean moved to approve Resolution 301-12
9 establishing a consolidated fee schedule for the City of West Bountiful.

11 SECOND: James Ahlstrom seconded the Motion.
12

13 DISCUSSION: Cathy Brightwell made two clarifications: on page 2
14 regarding garbage cans, it was changed to “replacement fee;” on page 11,
15 the unpermitted use of fire hydrants is a “per occurrence”, not a “daily”
16 fee.
17

18 Alan Malan noted the water rates on page 10 indicate that the commercial
19 rate for a ¾” meter is lower than residential rate, which is due to more
20 gallons allowed for the first \$63. They will check the ordinance where the
21 rates were taken from to make sure the same amount is reflected in both
22 places.
23

24 PASSED: Voting by roll call was as follows:

25 James Ahlstrom – Aye
26 Mark Preece – Aye
27 James Bruhn – Aye
28 Dave Tovey – Aye
29 Debbie McKean – Aye

30 8.
31 Consider Notice of Award to M.C. Green
32 and Sons, Inc. in the Amount of \$26,822
33 for the Storm Drain Reconstruction Project
34 at 1151 West 400 North.
35

36 Ben White – He stated he had reservations about his recommendation
37 because there were only three bids. The project involves piping from a
38 larger pipe to a smaller pipe, and the drain has holes in it, so they want to
39 get the work done before the wet season in the spring. The council
40 discussed extending the bidding for two more weeks to see if they get a
41 better price. Ben stated that some companies wanted to bid but they were
42 currently too busy. However, in two weeks or so they may have crews
43 ready for this project. Mayor Romney pointed out they want to get it done
44 before spring, but the work can be done through the winter. Steve
45 Maughan said they could extend the window for completion through the
46 end of April.
47

48 MOTION: James Ahlstrom moved to postpone awarding the contract and
49 bid out again with an extension of the project window by three months.
50

51 SECOND: Dave Tovey seconded the Motion.
52

53 PASSED: Voting was as follows:

54 James Ahlstrom – Aye
55 Mark Preece – Aye
56 James Bruhn – Aye
57 Dave Tovey – Aye
58 Debbie McKean – Aye
59
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1 9.
2 Consider Approval of Disposal
3 of Surplus Property
4

5 Craig Howe – A list was provided to council of items that the city does not
6 need or are no longer useful. In the past, surplus items have been
7 auctioned. It was recommended that any auction be advertised in the
8 newsletter, on the marquee, and possibly on the utility bills. It was
9 discussed that a set procedure has never been put into place for pricing and
10 disposing of surplus property. Council talked about the staff establishing a
11 procedure regarding the first nine items on the list (including some broken
12 lawn mowers and golf carts), and then using their discretion to dispose of
13 the rest, which is obsolete and broken computer equipment.
14

15 MOTION: James Ahlstrom moved to approve the disposal of the first
16 nine items on the Surplus Property list after a procedure has been
17 established and provided to the council members via email, and disposal
18 of the remaining items at the staff's discretion.
19

20 SECOND: Debbie McKean seconded the Motion.
21

22 PASSED: Voting was as follows:
23 James Ahlstrom – Aye
24 Mark Preece – Aye
25 James Bruhn – Aye
26 Dave Tovey – Aye
27 Debbie McKean – Aye
28
29

30 10.
31 Consider Approval of Offsite Improvement
32 Maintenance Agreements for Property
33 Owners Duncan and Larson.
34

35 Ben White – He presented a draft agreement for the two existing
36 properties located on the 1490 North Street temporary bubble or cul-de-
37 sac. The Ranches at Lakeside subdivision is planning to extend the street,
38 eliminating the need for the bubble. The current plan is to extend the
39 sidewalks across the bubble on each side, creating temporary easement
40 areas on each side. The agreement is to determine costs associated with
41 improvements within the temporary easement areas.
42

43 The immediate plan was to leave the temporary easements until either the
44 homeowner or the city decides to make a change. If the homeowner wants
45 to remove the easement improvements, they bear the cost of the removal
46 and reconstruction of new improvements. If the city decides to do the
47 same, it would be responsible for the improvements, but the homeowner
48 would be responsible for landscaping the former easement area.
49

50 James Ahlstrom stated the term “improvement” needs to be better defined
51 in the agreement since the term carries out through the agreement. Also, it
52 was his opinion that the planning commission potentially was in error by
53 not requiring an improvement bond for future improvements from the
54 original owner, but it was inequitable to make the homeowner bear the
55 cost of landscaping if the city decides to change the improvements. There
56 was a discussion about providing a cash allowance to the homeowner to be
57 used specifically for landscaping. Ben suggested the city agree to put in
58 the following minimum improvements: sod, sprinklers, and drive
59 approaches.
60

61 The current homeowners were told the bubble was temporary, but there
62 was never any discussion about the cost. Neither homeowners wish a

1 change, nor is the City obligated to make a change. However, a future
2 homeowner may request it.

3
4 As of now, the two homeowners will be responsible for keeping the
5 sidewalks closest to their property cleared of snow. The snowplows will
6 more than likely clear them as they go through the bubble, but the
7 homeowners need to make sure they are clean.

8
9 MOTION: James Ahlstrom moved to approve the Offsite Improvement
10 Maintenance Agreements for property owners Duncan and Larson, with
11 clarification of the improvements discussed and the agreement revised to
12 read that should the City decide to make improvements to align with the
13 street, the City should bear the cost and make an allowance to the property
14 owners to use for landscaping.

15
16 SECOND: Debbie McKean moved to approve the Motion.

17
18 DISCUSSION: Some council members argued that if the bubble had not
19 existed, the homeowners would have had that area to landscape anyway.
20 They were reluctant to vote on the motion until a specific dollar amount
21 was specified for the allowance. The staff clarified they would allow
22 \$2,500 for sod and irrigation, and the city had always been planning to
23 include driveway extensions in their improvement costs.

24
25 AMENDED MOTION: James Ahlstrom amended the Motion to place a
26 cap on the allowance for sod and irrigation at \$2,500 and the city engineer
27 would determine the exact amount for each lot. The engineer's estimate
28 will go into the agreement at today's dollars.

29
30 PASSED: Voting was as follows:

31 James Ahlstrom – Aye
32 Mark Preece – Aye
33 James Bruhn – Aye
34 Dave Tovey – Aye
35 Debbie McKean – Aye
36

37 11.
38 Planning Commission Report

39
40 A public hearing was held and the Ranches at Lakeside subdivision was
41 approved for 15 new homes on lots 1/2 acre or larger. They are working
42 through the cul-de-sac, drainage and water rights. They are using the soil
43 report from the Pages Lane subdivision. Mayor Romney suggested if they
44 approve basements they need a better soil sample. Ben stated he would
45 not approve basements because this is a drought year, and a sample would
46 not reflect the condition of the soil in a wet year. He is confident the
47 current soil sample is good as long as they do not approve basements. Ben
48 will be bringing a lot line adjustment from Frank Chase to the next council
49 meeting.

50
51 12.
52 Public Works Report

53
54 Steve Maughan – He provided an overview to the council of projects that
55 have been accomplished since he started.

- 56
- 57 • They are working on replacing the valves so water to large
58 portions of the city will not need to be shut down in the event of a
59 leak. He is working on a maintenance scheduled for valves.
 - 60 • A sanitary survey is planned for the water system November 7th.
61 He will also provide samples for a disinfection byproducts test
after the lines have been flushed. Flushing fire hydrants will be

1 difficult because of being limited to the water allotment from
2 Weber Basin.

- 3 • The storm drain drop boxes are getting cleaned out before it snows.
4 There was flooding at 200 North and 800 West caused by tree
5 roots, which they cut out from the drain.
- 6 • Steve has scheduled a company to patch the larger holes in the
7 streets.
- 8 • The addition of the new trails has strained the maintenance
9 schedule of the public works department, and the community
10 service projects that have been organized have been a great help.
11 The DSB trail, which has been named the Onion Parkway Trail, is
12 nearly done, and is currently being used.
- 13 • Construction has begun on the equipment washout facility at the
14 golf course. Traffic on 400 North should not be affected.
- 15 • The construction on the west end of 400 North is nearly complete
16 and the landscaper is ready to start work on the west end from
17 1100 West to the old railroad tracks. The curb and gutter on the
18 east end is well underway; the south side will be done this week.
19 Steve expects the paving to be done by the end of next week;
20 however, the street will remain closed until late November.
21 James Ahlstrom was concerned about a sign east of the on-ramp
22 stating that the closure of 400 North begins just after the end of the
23 ramp.
- 24 • Steve stated that his part time employee, Nate, is a good self-
25 starter.

26
27
28 13.
29 Police Report

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31 Chief Hixson – the statistics report is from the month of September, but
32 his comments are current.

- 33 • Officer Chris Cope has been offered a position with the highway
34 patrol.
- 35 • Officer Erskine has completed CVO training.
- 36 • He has an outline of the supervisor meeting and the staff meeting
37 he held with his department, in case any council members want to
38 see it. Both meetings were very successful.
- 39 • They are working on clearing up old cases dating back to 2007.
- 40 • He is implementing an alcohol compliance check program. They
41 send underage people to buy alcohol under cover. The city has not
42 established graduating penalties for places with several violations.
43 He has looked at other cities, and has not found any consistency.
44 He asked the council to look at the ordinance.
- 45 • For public relations, they had an officer eat lunch with the
46 elementary school kids. During the construction in front of the
47 school October 2-5, police cars were stationed there to ensure
48 safety, and the officers interacted with the kids. Also, on Walk
49 Your Child to School Day, officers handed out pencils to the kids.
- 50 • Chief Hixson commented this has been an amazing year for him
51 since he joined the department.

52
53 10:00 pm

54 MOTION: James Ahlstrom moved to extend the meeting until 10:30 pm

55
56 SECOND: Debbie McKean seconded the Motion.

57
58 PASSED: Voting was as follows:

59 James Ahlstrom – Aye

60 Mark Preece – Aye

61 James Bruhn – Aye

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Dave Tovey – Aye
Debbie McKean – Aye

14.
Finance Report

Heidi Voordeckers – As of the end of September, the first quarter of the fiscal year is complete. The golf course revenue was surprisingly flat, but that was explained in Kelly's report. Sales tax revenues for the month were surprisingly flat, but was seen statewide. General fund revenues, however, are still in line with budgeted figures. Most of the audit field work has been done, and the Audit Committee met just before this meeting for a final review of year-end financial reports. Unclaimed property (stale dated checks) are due to the state in the next month. Also, Heidi will work with Ben on outstanding park impact fees collected since the last update. Cathy, Heidi and Michelle completed the annual records management training and certification, and Heidi and Cathy attended the business license conference where they received much good info on licensing fee structures throughout the state.

15.
Administrative Report

Craig Howe –

- He recognized Steve Maughan and Todd Hixson's contribution to the city this past year.
- City managers will look at the 2013 fire district budget. They are visiting with attorneys from the unified districts in Salt Lake.
- Craig gave council members a paper showing the NIMS website and training requirements. The NIMS training should be done by the end of the year, per Chief Hixson.
- When the Onion Parkway Trail was dedicated, Debbie asked for some signs such as are on the Prospector trail. The signs that are about \$200 each.
- Craig emailed a golf equipment maintenance plan to council two weeks ago, asking for their input. Some indicated they had not received it, so he will email it again. Staff would like to issue the RFP by the end of the week.

16.
Approval of Minutes from
September 4, 2012 Work Session,
September 18, 2012 City Council Meeting,
and October 2, 2012 Work Session.

Changes were suggested in the closed meeting discussion on September 4th, the ethics and conflict of interest ordinance discussion on September 18th, and the October 2nd minutes need to show Steve Doxey not present.

MOTION: Debbie McKean moved to approve the minutes for the September 4, 2012 Work Session, the September 18, 2012 City Council Meeting, and the October 2, 2012 Work Session, with noted changes.

SECOND: James Ahlstrom seconded the Motion.

PASSED: Voting was as follows:
James Ahlstrom – Aye
Mark Preece – Aye
James Bruhn – Aye

Debbie McKean – Aye

17.
Mayor/Council Reports

Debbie McKean – She is working on the newsletter and needs all the articles by Friday.
James Bruhn – nothing to report.
Mark Preece – attended a DUED meeting and heard a report from the Chamber of Commerce. He has talked with the mayor about historic district appointments.
James Ahlstrom – A large group came to the last golf board meeting. They discussed the need for repairs to the driveway and golf cart paths. They are hoping to get bids out so this work can be done in conjunction with work needed at the park.

18.
Closed Meeting

Not necessary

18.
Possible Action
Following Closed Meeting

Not necessary

19.
Adjourn
10:30 pm

MOTION: James Ahlstrom moved to adjourn City Council meeting.

SECOND: Debbie McKean seconded the Motion.

PASSED: Voting was as follows:
James Ahlstrom – Aye
Mark Preece – Aye
James Bruhn – Aye
Debbie McKean – Aye


MAYOR KENNETH ROMNEY


HEIDI VOORDECKERS (CITY RECORDER)



NATHALIE ELLINGSON (SECRETARY)