

Minutes of the West Bountiful City Council meeting held on **Tuesday, November 4, 2014** at West Bountiful City Hall, 550 N 800 West, Davis County, Utah.

Those in attendance:

MEMBERS: Mayor Kenneth Romney, Council members James Ahlstrom, James Bruhn, Kelly Enquist, Debbie McKean, Mark Preece

STAFF: Duane Huffman (City Administrator), Steve Doxey (City Attorney), Ben White (City Engineer), Todd Hixson (Police Chief), Steve Maughan (Public Works Director), Patrice Twitchell (Finance Clerk/Secretary), Paul Holden (Golf Director), Dallas Green (Assistant Golf Pro)

VISITORS: Corey Sweat, Alan Malan

Mayor Romney called the meeting to order at 7:30 pm. James Bruhn offered a thought, and the Pledge of Allegiance was led by James Ahlstrom.

1. Accept Agenda

Mayor Romney asked that item #3, considering the appointment of Nathan Southerland to the Arts Council, be tabled until the next meeting

MOTION: *Debbie McKean moved to approve the agenda as modified. James Bruhn seconded the Motion which PASSED by unanimous vote of all members present.*

2. Public Comment

No comment

3. Consider adoption of Resolution 352-14 “A Resolution Appointing Nathan Southerland to the West Bountiful Arts Council.”

TABLED

4. Consider Ordinance 367-14 “An Ordinance Codifying And Making Technical Changes to the Existing Impact Fee Ordinance.”

Duane Huffman explained that when the current impact fees were adopted last year, it became apparent that the narrative language in the city code needed to be updated. The proposed ordinance accomplishes that update. Steve Doxy also clarified that the proposed ordinance provides better organization by including all impact fees into one section.

MOTION: *James Bruhn moved to adopt Resolution 367-14 codifying and making technical changes to the existing impact fee ordinance. James Ahlstrom*

seconded the Motion which PASSED by unanimous vote of those present.

The vote was recorded as follows:

James Ahlstrom – Aye
James Bruhn – Aye
Kelly Enquist – Aye
Debbie McKean – Aye
Mark Preece – Aye

5. Consider letter to Centerville City regarding West Centerville Neighborhood Plan.

Mr. Huffman explained that a letter to the Centerville City Council was drafted following discussion at the previous Council meeting, and that it was now being presented for approval/modifications. Council member Ahlstrom remarked that council members should use their personal contacts with Centerville City to help the letter have a positive impact. The Mayor suggested that the letter include a signature line for each council member.

MOTION: *Mark Preece moved to approve the draft letter and send it to the Centerville Council. James Bruhn seconded the Motion which PASSED by unanimous roll call vote of all members present.*

The vote was recorded as follows:

James Ahlstrom – Aye
James Bruhn – Aye
Kelly Enquist – Aye
Debbie McKean – Aye
Mark Preece – Aye

6. Discuss re-draft of the West Bountiful Personnel Policy

Mr. Huffman introduced the new draft policy by explaining that staff had worked on its creation over the last year, noting that it had been through several iterations. The primary goals of the re-draft were to update and simplify the policy so that it could function better. Such updates include changes to the FMLA, sexual harassment, drug testing policies, etc.

Council member McKean stated how important it is for the council members to thoroughly review the old policy and discuss each section that is recommended to be removed or reduced, also stating her preference for detailed procedures and examples. Mr. Huffman explained his administrative preference for flexibility in policy when possible. Council member McKean suggested work sessions where several sections could be reviewed at a time. Council member Ahlstrom reminded the Council of its statutory responsibility over the personnel policy.

In discussing timing for future work sessions, it seemed that the beginning of January would be best. The first work session will be used to review the Council's thoughts after having time to research the current policy and the re-draft. The Mayor asked that the Council send their

thoughts/questions to Mr. Huffman as they come about so that staff can be well prepared for the future work session.

7. Engineering/Planning Commission Report

Ben White reviewed the recent Planning Commission meeting in which the Commission discussed the West Centerville Neighborhood plan process.

For a report on other items, Mr. White stated that the Olsen Ranches paving is complete for the winter, with a final layer of asphalt to come in the spring. The Olsen Ranches project also brings up a lingering question about the best traffic design at the 1100 W and Pages Lane intersection, in that now may be the best time to change to a 4-way stop if that is what is desired. Several council members expressed an interest in having a 4-way stop there, and would like the item discussed a future meeting.

Mr. White stated that the Ranches at Lakeside is due for a release of their subdivision bond, so Council members may be interested in looking through the subdivision soon.

Finally, Mr. White reported on a citizen complaint related to the lack of sidewalk along the street near the city well; the completion of grading at Birnam Woods Park; and, the near completion of the 500 South water line.

8. Administrative Report

Mr. Huffman reported that the field work for the Fiscal Year 2014 audit went well the previous week, and that the goal is to have the final audit presentation to the Council at the December 2nd meeting. The public hearing for the proposed Jesse Meadow's Special Assessments Area is also scheduled for the December 2nd meeting.

9. Mayor/Council Reports

James Ahlstrom - no report

Mark Preece will be attending a special sewer district convention this week. The Youth Council food drive will be November 15 from 9 am to 1 pm. They will advertise with flyers, social media, etc. Mayor Romney encouraged donations.

James Bruhn will attend the Wasatch Integrated meeting on Wednesday, November 5.

Debbie McKean is working on the newsletter. Council member Ahlstrom asked to have a small article about the West Centerville Neighborhood project put in the newsletter to make citizens aware. Mr. Huffman will put something together and get it to Council member McKean. She added that the Arts Council concert on November 14 will feature Mike Leger.

Council member Enquist asked that an article be placed in the newsletter about wood burning explaining when and when not to burn, and directing residents to the proper website to check. He also verified that the newsletter will include a reminder on the winter parking restrictions. Finally, he complimented the public works department for the work at Birnam Woods Park.

10. Approval of Minutes from the October 7, 2014 City Council Meeting.

MOTION: *Debbie McKean moved to approve the minutes from the October 7, 2014 meeting as presented. James Bruhn seconded the Motion which PASSED by unanimous vote of all members present.*

11. Executive session pursuant Utah Code 52-4-205 (c) to discuss pending or reasonably imminent litigation.

MOTION: *James Bruhn moved to go in to Executive Session in the police training room pursuant Utah Code 52-4-205 (c) to discuss pending or reasonably imminent litigation. Mark Preece seconded the Motion which PASSED 4-1, with James Ahlstrom dissenting.*

MOTION: *James Bruhn moved to close the Executive Session. Debbie McKean seconded the Motion which PASSED by unanimous vote of all members present.*

12. Adjourn

MOTION: *Mark Preece moved to adjourn this meeting of the West Bountiful City Council. James Bruhn seconded the Motion which PASSED by unanimous vote of all members present.*

The foregoing was approved by the West Bountiful City Council by unanimous vote of all members present on Tuesday, December 2, 2014.


Cathy Brightwell (City Recorder)

