

**Mayor**  
Kenneth Romney

# WEST BOUNTIFUL CITY

**City Administrator**  
Duane Huffman

**City Council**  
James Ahlstrom  
James Bruhn  
Kelly Enquist  
Mark Preece  
Andrew Williams

550 North 800 West  
West Bountiful, Utah 84087

**City Recorder**  
Cathy Brightwell

Phone (801) 292-4486  
FAX (801) 292-6355  
www.WBCity.org

**City Engineer**  
Ben White

**Public Works Director**  
Steve Maughan

## CITY COUNCIL MEETING

**THE WEST BOUNTIFUL CITY COUNCIL WILL HOLD A  
REGULAR MEETING AT 7:30 PM ON TUESDAY, JANUARY 15, 2019  
AT CITY HALL, 550 N 800 WEST**

*Invocation/Thought – Andy Williams; Pledge of Allegiance – Kelly Enquist*

1. Approve the Agenda.
2. Public Comment - two minutes per person, or five minutes if speaking on behalf of a group.
3. HollyFrontier Refinery Report – Scott White, Refinery Manager
4. Public Hearing Regarding a Petition for Annexation for 3.11 Acres of Property located at approximately 1338 W 1200 North.
5. Consider Ordinance #412-19, An Ordinance Approving the Annexation of 3.11 Acres of Property located at Approximately 1338 W 1200 North into West Bountiful City.
6. Consider Award of Architect Contract for Public Works Complex Master Plan.
7. Discuss Park Restroom/Concessions Building Design.
8. Consider Appointment of Dallas Green as Acting Director of Golf.
9. Consider Resolution 447-19, A Resolution Appointing Ron Crandall to the Emergency Preparedness Advisory Committee.
10. Public Works/Engineering Report.
11. Police Report.
12. Administrative Report.
13. Mayor/Council Reports.
14. Consider Approval of Minutes from the December 18, 2018 City Council Meeting.
15. Executive Session for the Purpose of Discussing Items Allowed Pursuant to UCA § 52-4-205.
16. Adjourn.

Those needing special accommodations can contact Cathy Brightwell at 801-292-4486 24-hrs prior to the meeting.

*This agenda was posted on the State Public Notice website, the City website, emailed to the Mayor and City Council, and sent to the Clipper Publishing Company on January 10, 2019.*

Minutes of the West Bountiful City Council meeting held at 7:33 p.m. on **Tuesday, January 15, 2019** 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, Mark Preece, and Andy Williams

**STAFF:** Duane Huffman (City Administrator), Steve Doxey (City Attorney), Police Chief Todd Hixson, Ben White (City Engineer), Steve Maughan (Public Works Director), Patrice Twitchell (Acting Recorder), Dallas Green (Acting Director of Golf)

**VISITORS:** Alan Malan, Denis Hopkinson, Mark Page, Chief Basset, Gary Jacketta, Dennis Vest, Jay Gough, Richard Conte, Jared Nattress, Liz Moore, Linda Scott, Christelle Hunter, John Hunter, Ben Wuthrich, Brock Lundgren, Brison Lundgren, Dale Poulsen, Adam Hine, Margaret Floyd, Terry Cirilo, Melanie Ward

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Mayor Romney called the regular meeting to order at 7:32 pm. Andy Williams provided an invocation; Kelly Enquist led the Pledge of Allegiance.

**1. Approve Agenda**

**MOTION:** *Kelly Enquist made a Motion to approve the agenda. James Bruhn seconded the Motion which PASSED by unanimous vote of all members present.*

**2. Public Comment - Two minutes per person, or five minutes if speaking on behalf of a group.**

No public comment.

**3. HollyFrontier Refinery Report – Scott White, Refinery Manager**

Scott White, refinery manager, updated the city on the recent false alarms and the subsequent fire. He said actions have been taken to correct the problem with the alarms and he apologized for the disruptions. He explained there were four false alarms, so they hired a contractor to fully inspect the system. The inspection revealed a remote switch had water that was causing problems which has since been fixed. The Community Care line received 14 calls of concern. A letter will be going to surrounding residents explaining the problem and apologizing for the false alarms.

Mr. White also commented on the recent fire. A reformer unit had a small fire so South Davis Metro Fire was called to provide backup to the refinery's fire resources. There were no injuries or shut downs, and the cause of the fire is under investigation. He concluded by emphasizing that Holly strives to be a good neighbor to the community.

Mayor Romney commented that several months ago the city met with HollyFrontier about emergency communications, and he believes progress has been made. Fire Chief Bassett added that he believes incident management and communications worked very well between the refinery and the fire department on the fire. Chief Hixson stated he thought the incident was handled very well.

Duane Huffman commented that communications still has room to improve, and he cited the non-emergency false alarms as an example. It's important to get information out to the public as soon as possible and asked if HollyFrontier could do it via social media. Mr. White said HollyFrontier does not have any social media and company policy currently prohibits it. Duane asked him to consider if there is value in going that direction.

Questions/Comments from the Public:

Terry Cirilo, 925 W Ruby Way, said she wants to hear an "All Clear" announcement. She has never had a phone number to the Customer Care phonenumber, and she needs to be better informed, which is the case especially for people that do not have access to social media. She thanked HollyFrontier for coming to the meeting to discuss the problems.

Adam Hine, 206 N 800 West, thanked HollyFrontier and Chief Bassett for coming to discuss the issues. He would like a Reverse 911/Code Red, even by text, to notify residents if the incident is only for Holly employees. Mayor Romney said he is looking at options to set up text notifications that residents could sign-up for.

Mark Page, 648 W 1300 North, is concerned about his rental properties that are near the refinery and the lack of notifications to residents. He has concerns about the high volume of the alarms and asked if employees could wear an alarm system on their person instead of the overhead alarm. Mr. White responded that the volume is high due to loud machinery; it is set so all employees can hear it over the noise of the refinery. Mr. Page asked if the alarm is required by OSHA and Mr. White said he cannot speak for OSHA but believes it is the industry standard.

**4. Public Hearing Regarding a Petition for Annexation for 3.11 Acres of Property located at approximately 1338 W 1200 North.**

An annexation petition was received on October 22, 2018 for property located at 1338 W 1200 North consisting of 3.11 acres (parcel #06-027-0051) contiguous to the corporate boundaries of West Bountiful City. The annexation process, required under UCA 10-2-416, has been followed including notice once a week for three consecutive weeks in the local newspaper, after which neither Davis County nor West Bountiful received any written protests.

**MOTION:** *James Bruhn made a Motion to Open the Public Hearing. Kelly Enquist seconded the Motion which PASSED by unanimous vote of all present.*

No public comments were offered.

**MOTION:** *James Bruhn made a Motion to Close the Public Hearing. Andy Williams seconded the Motion which PASSED by unanimous vote of all present.*

**5. Consider Ordinance #412-19, An Ordinance Approving the Annexation of 3.11 Acres of Property located at Approximately 1338 W 1200 North into West Bountiful City.**

**MOTION:** *James Ahlstrom made a Motion to Approve the Annexation of 3.11 Acres of Property located at Approximately 1338 W 1200 North into West Bountiful City. James Bruhn seconded the Motion which PASSED.*

The vote was recorded as follows:

James Ahlstrom – Aye	Mark Preece – Aye
James Bruhn – Aye	Andy Williams - Aye
Kelly Enquist – Aye	

**6. Consider Award of Architect Contract for the Public Works Complex Master Plan.**

Duane Huffman said that after reviewing six proposals and conducting interviews, staff is ready to recommend awarding a contract to JRCA Architects for the completion of a master plan for a new public works complex on 1200 North, based primarily on their experience with similar projects and their methods as discussed in the interview. As an example, JRCA has either completed or is working on Master Plans for West Jordan, Provo, Midvale, Riverton, South Jordan, Heber, Orem, Mapleton, West Valley, Kaysville, South Ogden, South Salt Lake, Springville, and UDOT.

He reviewed the scope, proposal and fee worksheet.

**MOTION:** *James Ahlstrom made a Motion to Award the Architect Contract for the Public Works Complex Master Plan to JRCA. Mark Preece seconded the Motion which PASSED.*

The vote was recorded as follows:

James Ahlstrom – Aye	Mark Preece – Aye
James Bruhn – Aye	Andy Williams - Aye
Kelly Enquist – Aye	

**7. Discuss Park Restroom/Concessions Building Design.**

City staff has been working on a building design to replace the existing concessions and restroom building located near the baseball fields at city park with the intent to begin construction after the July 4 celebrations this summer. Several design concepts were shared to determine if they meet the Council's expectations.

The building is proposed to be 975 sq. ft. There was discussion of layout, fountains, overhang, awnings, etc. Ultimately, council directed staff to proceed with the plans as currently presented.

Plans will go for some specialized engineering, then out to bid.

**8. Consider Appointment of Dallas Green as Acting Director of Golf.**

**MOTION:** *James Ahlstrom made a Motion to Appoint Dallas Green as Acting Director of Golf. Andy Williams seconded the Motion which PASSED.*

The vote was recorded as follows:

James Ahlstrom – Aye	Mark Preece – Aye
James Bruhn – Aye	Andy Williams - Aye
Kelly Enquist – Aye	

**9. Consider Resolution #447-19, A Resolution Appointing Ron Crandall to the Emergency Preparedness Advisory Committee.**

**MOTION:** *Andy Williams made a Motion to appoint Ron Crandall to EmPAC with a term expiring December 31, 2022. Mark Preece seconded the Motion which PASSED.*

The vote was recorded as follows:

James Ahlstrom – Aye	Mark Preece – Aye
James Bruhn – Aye	Andy Williams - Aye
Kelly Enquist – Aye	

**10. Public Works/Engineering Report**

Steve Maughan-

- Pot-holing utilities for future projects, great equipment making this very successful.
- Main line water leak in 6-inch pipe at 600 W 940 North. The valve blew while shutting it down to work on the leak so a new one was put in.
- 1100 West culinary water line was tied in for the Highgate subdivision

Ben White-

- Jessi Meadows asphalt project is out to bid. Will review bids the end of the month and bring recommendation back in February.

**11. Police Report**

- Chief Hixson reported that Sgt. Lance Wilkinson is celebrating his five-year anniversary.
- Training on the new Proposition 2 law will be this Thursday.
- The advertisement for the vacant full-time officer position has been posted.
- The next EmPAC quarterly meeting will be on February 19<sup>th</sup>.

**12. Administrative Report (Duane Huffman) –**

- There is a community meeting scheduled for tomorrow, January 16, in North Salt Lake regarding the expiration of the truck ban and speed limit restriction on Legacy Parkway. There is concern about noise, road expansion, impact to Legacy trail.
- Legislature in session soon, and it is important to cultivate relationships with our representatives.

- UDOT work on the 500 West/1000 North street light to start soon.

**13. Mayor/Council Reports**

Mayor – South Davis Recreation District is discussing the future of programs. They are working on a master plan with a survey to see what items residents would like to see. Recreation center will staff the new ice ribbon in Bountiful.

The Fire board is going well with construction of the new Centerville station coming right along.

Kelly Enquist – Mosquito Abatement District will be hiring a tree hole crew - pay is \$10.50/hr. They have been discussing the inland port and the potential of alien mosquitoes coming into the area.

Planning commission is having a lot of discussions on decks and patio covers and a public hearing will be scheduled for February.

Andy Williams – Youth Council is doing well. Their ‘Pillows and Blankets’ activity is scheduled for the 24<sup>th</sup> and intended to be a safe place for kids to talk.

James Bruhn – Provided an update on Wasatch Integrated.

Mark Preece – South Davis Sewer District will hold an open house at the South Plant on February 7<sup>th</sup>.

James Ahlstrom – Asked what is the latest on Destination Homes? Duane responded that we have not heard from them since December, and they have yet to make an application or request any additional meetings.

**14. Consider Approval of Minutes from the December 18, 2018 City Council Meeting.**

**MOTION:** *James Ahlstrom made a Motion to approve the December 18, 2018 City Council meeting minutes as presented. James Bruhn seconded the Motion which PASSED by unanimous vote of all members present.*

**15. Executive Session for the Purpose of Discussing Items Allowed Pursuant to Utah Code Annotated 52-4-205(1)(a).**

Executive Session was not needed.

**16. Adjourn Meeting.**

**MOTION:** *James Ahlstrom made a Motion to adjourn this meeting of the West Bountiful City Council at 9:44 pm. Andy Williams seconded the Motion which PASSED by unanimous vote of all members present.*

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*The foregoing was approved by the West Bountiful City Council on February 5, 2019 by unanimous vote of all members present.*

  
Cathy Brightwell (City Recorder)

