

**Mayor**  
Kenneth Romney

# WEST BOUNTIFUL CITY

**City Administrator**  
Duane Huffman

**City Council**  
James Ahlstrom  
James Bruhn  
Kelly Enquist  
Mark Preece  
Rod Wood

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**City Recorder**  
Cathy Brightwell

**City Engineer**  
Ben White

**Public Works Director**  
Steve Maughan

DUE TO COVID-19, MEMBERS OF THE PUBLIC ARE  
ENCOURAGED TO LISTEN/PARTICIPATE BY TELEPHONE.  
CONTACT CATHY BRIGHTWELL AT 801-292-4486  
OR [CBRIGHTWELL@WBCITY.ORG](mailto:CBRIGHTWELL@WBCITY.ORG) TO MAKE ARRANGEMENTS.

## CITY COUNCIL MEETING

THE WEST BOUNTIFUL CITY COUNCIL WILL HOLD ITS REGULAR MEETING  
AT 7:30 PM ON TUESDAY, MARCH 17, 2020, AT CITY HALL, 550 N 800 WEST

7:30 pm Invocation/Thought – Mark Preece; Pledge of Allegiance – James Ahlstrom

1. Approve the Agenda.
2. Ordinance 421-20, An Ordinance Approving a Request for Annexation for William Goldberg and Jess Kilpack.
3. Minutes from the February 4, 2020 and March 4, 2020 City Council Meetings.
4. Police Report.
5. Public Works/Engineering Report.
6. Administrative Report.
7. Mayor/Council Reports.
8. Closed Session for the Purpose of Discussing Items Allowed Pursuant to UCA § 52-4-205.
9. Adjourn.

Those needing special accommodations can contact Cathy Brightwell at 801-292-4486 twenty-four hours 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 March 16, 2020.*

Minutes of the West Bountiful City Council meeting held on **Tuesday, March 17, 2020**, at West Bountiful City Hall, 550 N 800 West, West Bountiful, Davis County, Utah.

Those in attendance:

**MEMBERS:** Mayor Pro Tem Mark Preece, Council members James Ahlstrom (by telephone), James Bruhn, Kelly Enquist, and Rod Wood

**MEMBERS EXCUSED:** Mayor Ken Romney

**STAFF:** Duane Huffman-City Administrator, Steve Doxey-City Attorney (by telephone), Todd Hixson-Police Chief and Cathy Brightwell-Recorder

**VISITORS:** Alan Malan, Jess & Cristine Kilpack, Dennis Vest

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Mayor Pro Tem Preece called the regular meeting to order at 7:30 pm and offered an Invocation, James Ahlstrom led the Pledge of Allegiance.

**1. Approve Agenda**

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

**2. Ordinance 421-20, An Ordinance Approving a Request for Annexation for William Goldberg and Jess Kilpack.**

A Notice of Intent to Annex was submitted on September 20, 2019, and an Annexation Petition on October 22<sup>nd</sup> by the Goldbergs and Kilpacks for 5.14 acres of land they own that is not currently in West Bountiful City boundaries. The property is located at approximately 1390 W 1200 North. The state required process was followed with a public hearing held on January 7, 2020; no objections were received.

In May of 2019, the property was subdivided into two parcels without Davis County's approval. For land use purposes, the properties are considered illegal and as currently configured by the 2019 subdivision the existing flag lot does not meet lot requirements of the West Bountiful City Code. The current uses on the properties may also conflict with the city's A-1 zone.

To proceed with annexation, the applicants were told they would need to return the property to a single legal parcel or sign an annexation agreement that recognizes the property is not in a legal state but can be annexed in its current form as one parcel until it is legally subdivided.

The Goldbergs and Kilpacks signed the annexation agreement on March 11, 2020 and filed an application to begin the subdivision process. At the same time the subdivision is being considered, the planning commission will continue to work on two outstanding issues; current Code does not allow a flag lot on a dead-end street and clarify allowed uses in the A-1 zone.

**MOTION:** *James Bruhn made a Motion to Adopt Ordinance 421-20 Approving the Annexation of Property Located at Approximately 1390 W 1200 North and Authorizing the Mayor to Execute the Annexation Agreement. Rod Wood seconded the Motion which PASSED.*

The vote was recorded as follows:

James Ahlstrom – Aye	Mark Preece – Aye
James Bruhn – Aye	Rod Wood – Aye
Kelly Enquist – Aye	

**3. Minutes from the February 4, 2020 and March 4, 2020 City Council Meetings.**

**MOTION:** *James Bruhn made a Motion to Approve the Meeting Minutes from February 4, 2020 and March 4, 2020, as presented. Rod Wood seconded the Motion which PASSED by a unanimous vote of all members present.*

**4. Police Report.**

- There has been a real team effort preparing for COVID-19. Normal activities have taken a back seat to this preparation. In addition to city involvement, Davis County health department and South Davis Metro Fire are all part of the team. This collective effort has made us ready to implement a good plan and be responsive to these quickly changing times.
- The police department has worked hard to figure out how to provide essential services. New cleaning protocols have been implemented. We have ordered ready-to-eat meals to have for officers if needed. Phones and computers have been set up for at-home work and Mischelle will begin working from home tomorrow.
- All trainings have been canceled.
- We don't expect things to go smoothly but will do our best to react to a quick moving situation.
- Costco requested help to deal with unruly customers. The situation improved greatly with a police presence.
- Increased presence on 700 West has improved traffic issues detouring around 800 West construction.

**5. Engineering/Planning and Zoning Report**

- 800 West Construction – this morning's weekly meeting included the general contractor's lead management.
  - Water pipes are being filled today between 1175 N and Pages Lane, then will be pressure tested and bacteria tested. Once testing is complete the lines can be put in service and work will move south.
  - The contractor continues to work on dust control, clean-up, and traffic control. A safe way around the equipment must be provided.
  - Weber Basin is about halfway through their project replacing irrigation lines and adding meters. They may be down in front of the school by next week.

- Dominion Energy wants to replace their main line services. They have two lines on the north end and one on the south end. They are late to the game and must act quickly.
- When the asphalt was removed it was discovered that there was a second layer of asphalt under road base in the center of the road. This may affect what we agreed to pay the contractor.
- Well – We have completed the 30% design level and are moving forward. We are looking at a variable speed motor pump. This lets us pump at a steady rate but pump more or less if needed. We are also looking at options related to chlorine and fluoride. A generator for emergencies is also in the mix. The goal is to be self-sufficient. Goal is 60% by April 10. Council member Wood said he is pleased with the process. He suggested we may need more reservoir storage in the future.
- Public Works is busy helping the golf course on the sand storage project and have had several water leaks to deal with.
- Working on the Ashby subdivision (Bruhn), a plat amendment for Highgate, and the Gold (Goldberg/Kilpack) Subdivision.

**6. Administrative Report.**

**COVID -19**

- Instituted new policies last week. Full-time employees are instructed to stay home if sick.
- Staff who can, will work from home. Duane and Mindi are the only administrative employees working in the office regularly. Cathy and Patrice will alternate days to come in to cover lunch. Meetings will be handled via conference calls. If the need arises, Duane is set up to work from home.
- Have tried to limit the public from entering the building, but 1-2 per hour are still coming in. Difficult to keep residents six feet from the counter. No one needs to come in to pay their water bill; residents can pay online, over the phone, or place them in the drop box. It may be that the only way to stop them is to lock the door. One option that several other cities have done is to go to appointment only for other city business.
- Continuing to look at need and value in declaring a state of emergency. Not aware of any cities in south Davis County that have done it yet. Seeking advice from ULCT. The benefit is to help express the seriousness of the emergency to residents, make temporary adjustments to policies and help with dealing with meetings and adjusting hours, etc. Will continue to monitor state guidelines.
- Monitoring city facilities – the Park has had quite a few people, but they were dispersed. Golf Course policy now is to clean carts between use, café will be take-out only.
- Spring clean-up starts this week. No longer using a contract person; public works staff will handle. Identification will be checked from a distance.
- Will do our best to keep business licenses and building permits going so residents can continue their business.
- Participated on Governor conference call today. There has been a statewide easing of open meeting requirements. Looking at options for council and planning commission meetings.
- The RFPs for waste collection and auditor are on hold. Can do a one-year extension, if necessary.

- Easter Egg scramble may be canceled.
- In-person trainings and conferences are canceled.
- Budget – would like a work session at the next meeting. It will be important to keep it conservative until we know what happens economically. No way to know what sales tax will look like.
- Updates are will be made on the website, social media, and the marquee.
- Schools - will be surprised if they return to school and move in the new building by August.

**7. Mayor/Council Reports.**

Kelly Enquist – no report.

James Bruhn – Arts Council concert is canceled. There was a potential COVID-19 case at Wasatch Integrated that turned out to be flu. They are cutting back non-essential services.

James Ahlstrom – no report

Mark Preece – Sewer board meeting is this week.

Rod Wood – appreciates everyone’s efforts.

**8. Adjourn.**

**MOTION:** *Kelly Enquist made a Motion to Adjourn this meeting of the City Council. James Bruhn seconded the Motion which PASSED by a unanimous vote of all members present.*

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The foregoing was approved by the West Bountiful City Council on April 21, 2020, by a unanimous vote of all members present.



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Cathy Brightwell (City Recorder)