

**WOODS CROSS CITY COUNCIL MEETING
DECEMBER 17, 2019**

The minutes of the Woods Cross City Council meeting held December 17, 2019 at 6:30 P.M. in the Woods Cross City Hall located at 1555 South 800 West, Woods Cross, Utah.

CONDUCTING

Rick Earnshaw, Mayor

COUNCIL MEMBERS PRESENT:

Rick Earnshaw, Mayor

Julie Checketts

Tamra Dayley-arrived at 6:47 P.M.

Wally Larrabee

Matt Terry

Ryan Westergard

STAFF PRESENT:

Gary Uresk, City Administrator

Jessica Sims, Assistant City Administrator-arrived at 7:20 P.M.

Tim Stephens, Community Development Director

Annette Hanson, City Recorder

Lieutenant Adam Osoro, Police Department

VISITORS:

Don Schrader

Wendy Hallstrom

Lois Schrader

Jay Alexander

LeGrande Blackley

D.L. Weeks

INVOCATION:

Julie Checketts

PLEDGE OF ALLEGIANCE:

Matt Terry

CONSIDERATION TO APPROVE MINUTES

The Mayor then called for the review of the minutes of the meeting held December 3, 2019.

Following the review of the minutes, Council Member Larrabee made a motion to approve the minutes as written with Council Member Terry seconding the motion and all voted for the motion through a roll call vote except for Council Member Checketts who abstained as she was not in attendance at that meeting.

RATIFICATION OF CASH DISBURSEMENTS

The Mayor then gave the floor to the City Administrator who went over the cash disbursements with the City Council for the time period of 11/22/19-12/6-19.

Following the review of the cash disbursements, Council Member Checketts made a motion to approve the cash disbursements as presented. Council Member Larrabee seconded the motion and all voted for the motion through a roll call vote.

FINANCIAL REPORT

The City Administrator continued with the floor and gave the financial report to the City Council.

**OFFICIAL MINUTES
WOODS CROSS CITY COUNCIL MEETING
DECEMBER 17, 2019
PAGE 2**

OPEN SESSION (BRIEF ITEMS)

The Mayor then opened the meeting to items from those present that were brief in nature. This would be items that would take less than two or three minutes.

Council Member Checketts noted the Staley property has a sign up that lots are for sale and wondered if the lots could be sold since the plat had not been approved yet.

The Community Development Director noted they can advertise the lots are for sale, but they cannot sell them until the plat approval is finalized.

POLICE REPORT

The Mayor gave the floor to Police Chief Soffe who reported the following to the City Council on the activities of the Police Department:

ACTIVITY REPORT

November traffic citations issued:

Total Citations 319
Total Violations 444

235 cases opened in November

September-October-November traffic citations issued

	September	October	November
Total Citations	329	183	319
Total Violations	454	272	444

USE OF FORCE REVIEW

11/2/19 ACT
11/11/19 ACT
11/13/19 Gun Point

TRAINING

Mid-Winter Chiefs leadership training

Sex Offender Registration
Cellphone recycling data collection

**OFFICIAL MINUTES
WOODS CROSS CITY COUNCIL MEETING
DECEMBER 17, 2019
PAGE 3**

Taser/ASP for new hires

Davis Metro Narcotics resource training

WOODS CROSS HIGH SCHOOL ACTIVITIES

Suspicious Incident-Female recording friends in the locker room on her phone. Recording erased. Screened with DCSF. No crime.

Bullying Complaint-Handled by Officer Linton

1 traffic accident-no injuries

K-9 ACTIVITY

Ranger:

10/3 Assist NSLPD on burglary suspect track. Suspect tracked east from residence two streets. Track ended.

10/9 Assist Bountiful PD on suicidal juvenile track in canyon K-9 Officers and DPS helicopter located juvenile. WXPD K-9 track was 4.21 miles.

10/31 Assist DCSO on Hit and Run suspect track. Suspect located and arrested.

Legend:

No activity this month due to Officer LaBounty's FTO responsibilities.

Loki:

Loki has begun his basic behavior training and bonding with Officer Strong, he is showing good obedience traits and high drive. K-9 drug school begins in January.

DETECTIVE DIVISION

10 C.A.N.R. cases (child abuse neglect report) they are investigating in conjunction with D.C.F.S. (down 17 cases great job!)

30 Active Theft/Property/Fraud/Assault/Death cases for the month of November

Officer Howey has started as the new PT Detective/Ordinance Officer and is already handling cases and addressing ordinance violations. We appreciate his efforts in his new position!

NEW DEPARTMENT PHOTO

New individual and departmental photos have been taken.

CRIME SPOTLIGHT

Suspect arrested for theft at Duncan Electric.; \$12,000 worth of wire was fraudulently purchased. Detectives canvassed the nearby scrap/recycling yards and were able to identify suspect.

**OFFICIAL MINUTES
WOODS CROSS CITY COUNCIL MEETING
DECEMBER 17, 2019
PAGE 4**

ASSISTED BOUNTIFUL PD

Lieutenant Osoro noted for the Council that the police department was awarded a grant for \$12,500 which they plan to help with the purchase of body cameras for the department.

There was also discussion on the new Davis Behavioral Health drug program and how beneficial it will be for the community and the police department.

**PRESENTATION OF ROCKY MOUNTAIN POWER'S 20 YEAR RESOURCE PLAN
AND 5-YEAR ACTION PLAN**

The floor was given to Mr. Jeff Barrett, the regional business manager from Rocky Mountain Power. He gave a short presentation on the Rocky Mountain Power 20-year resource plan and answered questions for the Council regarding the plan.

PUBLIC HEARING-SHANE SUBDIVISION

The Mayor gave the floor to the Community Development Director who noted the following:

“Recently, Jay Alexander purchased a home and property on the east side of 1100 West just a few homes north of 1500 South. This home sits on a large parcel that makes it possible to subdivide within the R-1-8 Residential Zone. Mr. Alexander has submitted a subdivision application and plat to divide the property into two lots. Given to the Council is a plat that shows a two-lot subdivision which will result in the existing home being located on lot #1. Mr. Alexander’s son will purchase this lot and home. Mr. Alexander will be building a new home soon on lot #2. Both lots have an excess of the required minimum lot area of 8,000 square feet in addition to having more than the required 70 feet of frontage along 1100 West Street. This plat has been reviewed by the fire marshal, city engineer, and public works department.

“Mr. Alexander is proposing a 16-foot wide private access easement straddling the east/west property line between lots one and two which will result in an eight-foot easement on either side of the property line. There will be a note on the plat entitled “Private Access Easement” that states property owners are to share the cost of maintenance and repair and if disagreement occurs regarding maintenance and repair it shall be resolved in mediation. If the plat is approved, the plat mylar will be forwarded to the city attorney for his consideration and signature on the plat. If there are further details needed for this easement it can be prepared and recorded with the plat.”

Following the presentation, the City Council discussed the size of the easement and if it would accommodate what is needed for the proposed building plans.

Following the discussion, Council Member Westergard made a motion to approve the Shane Subdivision final plat. Council Member Checketts seconded the motion and all voted for the motion except Council Member Dayley who noted nay.

**OFFICIAL MINUTES
WOODS CROSS CITY COUNCIL MEETING
DECEMBER 17, 2019
PAGE 5**

CONSIDERATION TO MAKE AN APPOINTMENT TO THE PLANNING COMMISSION

The Mayor said he was proposing to appointment Ms. Jessica Keleman to the Planning Commission to replace Commissioner Jennifer Bassarear. He said he had interviewed Ms. Keleman and recommends her as very qualified for the position.

Council Member Larrabee made a motion to appointment Ms. Jessica Keleman to the Planning Commission to take the place of Commissioner Bassarear who has resigned from the Commission. Council Member Terry seconded the motion, and all voted for the motion through a roll call vote.

CONSIDERATION TO ADOPT ORDINANCE 593 AMENDING TITLE 9, CHAPTER 1, REGARDING WATER BILLING PROCEDURES

The Mayor gave the floor to the City Administrator who noted the following:

“We have been working with staff on some adjustments to our water billing procedures.

“Currently each month we are required to physically post approximately 90 shut off notices on doors of residents who have not paid their bills. This eats up a lot of time for our public works department. We are changing our approach to have the bills due on the 25th of the month. Those accounts not paid by the 10th of the following month will be declared delinquent and the residents will be automatically be assessed a \$20 delinquent fee. We hope that the imposition of this fee will encourage residents to pay their bill before we have to go out and physically post a notice on their door. When this fee is assessed, the City Treasurer will send notice to the delinquent account holders informing them of the fee and that their water will be shut off in ten days. After 8 days, public works employees will post an actual notice to the resident’s door if the account has not been paid. If payment is not then made within the 48 hours, the water will be shut off. A \$50 reconnect fee will be required to turn the water back on.

“As we have also had an issue with individuals tampering with the meter and turning water back on after it has been shut off, we are recommending a fee of \$150 be charged to anyone who knowingly tampers with the meter and turns water back on after our employees have shut it off. We are hoping that these proposed fee procedures will cut down on the time requirements for the City Treasurer and the Public Works Department.”

The Council asked questions and discussed the pros and cons of the amendment to the water billing procedures.

The Council asked how the information would be given to the residents for the changes in the water billing. It was noted it would be in the newsletter, on the reader bill and on the utility bill and that it would not be taking place until March so the information could be given out to the public.

**OFFICIAL MINUTES
WOODS CROSS CITY COUNCIL MEETING
DECEMBER 17, 2019
PAGE 6**

Following the discussion, Council Member Westergard made a motion to adopt Ordinance 593, an ordinance amending Title 9, Chapter 1, regarding water billing procedures. Council Member Larrabee seconded the motion and all voted for the motion through a roll call vote.

CONSIDERATION TO ADOPT RESOLUTION 2019-695 AMENDING THE CONSOLIDATED FEE SCHEULE TO ADJUST THE WATER DELINQUENT AND RECONNECTION FEES, AND ESTABLISH A WATER METER TAMPERING FEE

The City Administrator also noted the following:

“Given to the Council is a Consolidated Fee Schedule showing section V “Water Service Fees” Paragraph D “Utility Delinquent Fee” has been changed from \$25 to \$20. The reason for this reduction is that currently we do not charge a delinquent fee until we are required to physically post a notice on the occupant’s door. We have proposed moving the timeline for the fee forward, declaring the account delinquent and accessing the fee on the 10th of the month after the account has become delinquent.

“We hope this change will eliminate the issue of a number of people who repeatedly fail to pay their bill until after the physical notice is posted to their door. Hence, will assess the fee earlier in the process, but reducing the fee for those who are required to pay it. We anticipate it will reduce our costs.”

The Mayor called for a vote as presented and discussed.

Council Member Terry made a motion to adopt resolution 2019-695 amending the consolidated fee schedule to adjust the water delinquent and reconnection fees, as well as establish a water meter tampering fee. Council Member Larrabee seconded the motion and all voted for the motion through a roll call vote.

CONSIDERATION TO RENEW CONTRACT WITH CITY PROSECUTER AT CURRENT RATE

The City Administrator then noted the following for the City Council:

“After reviewing the performance of the City Prosecutor with the Judge and Chief Soffe, we feel good about the work he is doing. We are recommending extending his contract to December 31, 2021 at the current rate.”

Following the information given, Council Member Westergard made a motion to renew the contract for the City Prosecutor at the current rate. Council Member Terry seconded the motion and the motion carried.

**OFFICIAL MINUTES
WOODS CROSS CITY COUNCIL MEETING
DECEMBER 17, 2019
PAGE 7**

CONSIDERATION TO APPROVE PURCHASE OF A BENCH IN THE BOUNTIFUL VETERAN'S PARK

The Mayor noted there had been a presentation recently given to the City Council regarding the creation of the Bountiful Veteran's Park. The Mayor discussed with the Council if they would like to donate money for a bench located in this park.

The Council discussed whether this would be in competition with the Veterans' Memorial Wall that is located at Woods Cross City Hall. It was discussed that the names on the Woods Cross Veterans' Wall would also be included in the Bountiful Veteran's Park along with other veterans, deceased and living, in the Davis County area. The Council said they felt like this was a good cause and would honor all veteran's in the community.

Following the above discussion, Council Member Larrabee made a motion to approve the purchase of a bench in the Bountiful Veteran's Park. Council Member Terry seconded the motion, and all voted for the motion through a roll call vote.

REVIEW OF THE WOODS CROSS STRATEGIC PLAN GOALS

The City Administrator then presented a report that had been assembled with the outlining of the city's strategic planning process as well as a list of the specific goals. The City Administrator gave an update of where the city is at on each of the goals.

The City Administrator also noted he would like to set a date for the next Strategic Planning Session.

It was noted that February 29th from 8:00 A.M. -1:00 P.M. would be the best date for the planning session, and that date was set for the meeting.

MEETING SCHEDULE FOR 2020

The City Administrator noted for the Council that the Woods Cross City Council has regularly scheduled City Council Meetings on the 1st and 3rd Tuesdays of every month. The meetings begin at 6:30 P.M. and are held at the Woods Cross Municipal Building located at 1555 South 800 West, Woods Cross, Utah.

The Council said they would like to continue with this schedule for the year 2020.

Council Member Dayley made a motion to approve the meeting schedule for 2020 as presented. Council Member Westergard seconded the motion and all voted for the motion through a roll call vote.

**OFFICIAL MINUTES
WOODS CROSS CITY COUNCIL MEETING
DECEMBER 17, 2019
PAGE 8**

OPEN SESSION

The Mayor then opened the meeting to item from those present that they would like to bring before the City Council.

Ms. Dixie Weeks questioned Council Member Westergard about the issues at the sewer district that continue to challenge the algae production project at the district. She asked whether it is zinc in the water at the sewer district that is causing the problem with the algae production at the sewer district. Council Member Westergard said they are not sure what is causing the problem but that moving the project to the south plant should help because of the reduced mineral content in the water.

Ms. Wendy Halstrom stepped forward and said she had contacted Ivory Homes about their 30,000 trees initiative which they sponsor. She said Ivory donates trees to subdivisions in communities within the area. She said they have trees they would like to donate to plant in communities to help beautify them. She said it takes many steps to make this happen and she would like to see if the Council would be willing to work with her in identifying what needs to be done to be considered in Ivory's tree project and have more trees planted within the city.

The City Administrator said he would ask the public works department to work with her and Ivory Homes and coordinate the tree planting effort. The Council told Ms. Halstrom to let them know if she needed anything else to help with this effort. She thanked the Council for their time.

Council Member Checketts said she wondered if we could do something to thank the public works department snow plowing crew for all their hard work in removing snow during the winter season. She said they do a great job and must work many long hours, including holidays if needed.

The staff suggested having a lunch and to give a gift to recognize their efforts, especially if work hours are required on holidays.

Council Member Larrabee mentioned registration is open for the National League of Cities and Towns Conference. The City Administrator asked who might be interested in going to the Conference and the Council said they would let him know.

WASATCH INTEGRATED WASTE MANAGEMENT REPORT

The Mayor gave the floor to Council Member Larrabee who noted that the mixed-waste facility is scheduled to be up and running in February and the district is looking forward to getting it up and running.

**OFFICIAL MINUTES
WOODS CROSS CITY COUNCIL MEETING
DECEMBER 17, 2019
PAGE 9**

MOSQUITO ABATEMENT REPORT

The Mayor gave the floor to Council Member Terry who noted the following for the City Council:

He said the mosquitoes are finally under control with the weather change. He also said there was a second death in Utah of the West Nile Virus. He said there were quite a few deaths nationwide from West Nile, but the abatement district does a good job in our area with the different methods they use to control them.

PLANNING COMMISSION REPORT

Council Member Terry continued with the floor and reported on the Planning Commission meeting held December 10, 2019. Please see the minutes of that meeting for the details of his report.

Council Member Terry said he would like to publicly thank Planning Commissioner Jennifer Bassarear for her years of service on the Planning Commission and the good job she had done over the years.

SOUTH DAVIS RECREATION CENTER REPORT

The Mayor said they had approved the budget and they are having discussions on what direction they would like to go in the future with the recreation center. He said they are looking into costs associated with vital building repairs.

SOUTH DAVIS METRO FIRE DISTRICT

The Mayor continued with the floor and said there was approval for a new fire truck. It is unknown when the truck will be received as manufacturing such specialized equipment takes quite a bit of time.

MAYOR'S REPORT

The Mayor said he was impressed with the procession and service that was held for the fallen soldier whose remains had been returned after being missing for many years.

CITY ADMINISTRATOR'S REPORT

The City Administrator reported the following to the City Council:

- 1. Local Officials Day at the Legislature**—This is scheduled for Wednesday, January 29. There are two tracks being offered, one is at the State Capital and the other is at the Salt Palace Convention Center.

**OFFICIAL MINUTES
WOODS CROSS CITY COUNCIL MEETING
DECEMBER 17, 2019
PAGE 10**

The City Administrator continued to note for Council that those who are only able to attend the noontime meetings and lunch could consider concurrent sessions:

11:30-12:15 Legislative Briefing or Mental Health and Youth followed by Lunch and Remarks from 12:30-1:45.

The City Administrator requested that Council Members let him know who would be attending any part of these activities.

ADJOURNMENT

There being no further business before the City Council, Council Member Terry made a motion to adjourn the meeting at 9:13 P.M. with Council Member Westergard seconding the motion and all voted for the motion through a roll call vote.

Rick Earnshaw, Mayor

Annette Hanson, City Recorder