

**WOODS CROSS CITY COUNCIL MEETING
NOVEMBER 15, 2022**

The minutes of the Woods Cross City Council meeting held November 15, 2022, at 6:30 P.M. in the Woods Cross City Hall located at 1555 South 800 West, Woods Cross, Utah.

COUNCIL MEMBERS PRESENT:

Ryan Westergard, Mayor
Julie Checketts
Jessica Kelemen

Gary Sharp
Matt Terry
Wally Larrabee

STAFF PRESENT:

Bryce Haderlie, City Administrator
Jessica Sims, Assistant City Administrator
LaCee Bartholomew, Community Service Coordinator

Annette Hanson, City Recorder
Chad Soffe, Chief of Police
Johnny Filler, Public Works

STAFF EXCUSED:

Sam Christiansen, Public Works Director

PUBLIC ATTENDANCE:

LeGrande Blackley
Michelle Wood
Amanda Chester
Ashley Westergard
Jess

Glen Mikkelsen
LeeAnn Hansen
Rachel Sims
Debbie Toner

Don Schrader
Erin Sims
Leola Mikkelsen
Madison Toner

INVOCATION:

PLEDGE OF ALLEGIANCE:

Julie Checketts
Wally Larrabee

COUNCIL KUDOS

The Mayor gave the floor to Council Member Checketts who noted there had been two people nominated for Council Kudos.

Council Member Checketts said the first person nominated for Council Kudos was Cindee Colby. She said that Bonnie Craig had nominated Cindee because Cindee had recently helped her with a work issue she was having. She said Cindee took time out of her busy schedule to help solve the problem and that she is always helpful in answering questions. She said Cindee is very knowledgeable and always helps with whatever comes up. She said she is really good at her job and enjoys working with her.

Council Member Checketts then said Marcee Meeks had also been nominated for Council Kudos by Bonnie Craig. Bonnie said Marcee is also very helpful in answering questions and has a lot of knowledge, especially about business licensing, which she is always willing to share. Bonnie said Marcee is patient in answering her questions and she is lucky to work with such amazing people.

The Council awarded the two nominees gift cards and thanked them for all they do for the city.

YOUTH CITY COUNCIL REPORT

The Mayor then gave the floor to Ashley Westergard and Amanda Chester for the Youth City Council. They said the Council was thinking about making a city flag so people could have them at parades and other

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events. They would have people submit designs and then vote for which design the city residents like best. The voting would be anonymous so it would not be a popularity contest.

The Mayor and the Council said expressed that they liked the idea. They encouraged the Youth Council to look at the past flag and to also work on getting an idea of cost, timeline, and their publicity plan and to bring the information back to the Council for review.

The YCC will be helping with the Veteran's Day Dinner and the Christmas Tree Lighting activity.

The Mayor and Council thanked the YCC for all that they do to help the community.

RATIFY CASH DISBURSEMENTS

The Mayor gave the floor to the City Administrator who went over the cash disbursements for the time period of 10/26/22-11/10/22 with the City Council.

Following the review of the cash disbursements, Council Member Sharp made a motion to ratify the cash disbursements for the time period of 10/26/22-11/10/22. Council Member Larrabee seconded the motion, and all voted in favor of the motion through a roll call vote.

APPROVAL OF MINUTES

The Mayor then called for the review of the minutes from the meeting held 11/01/22.

Following the review of the minutes, Council Member Larrabee made a motion to approve the minutes as written with Council Member Kelemen seconding the motion and all voted in favor of the motion through a roll call vote.

PUBLIC COMMENT

The Mayor then opened the meeting for public comments that would take less than two or three minutes.

Ms. Leola Mikkelsen addressed the Council and expressed her sadness and concern about changing the way the Angel Tree was going to be done this year. She said she was concerned there may have been questions on how things had been handled while she had been in charge of the Angel Tree. She said she had worked many years on helping the community and involving the residents to help families in need at this time of the year. She asked why the decision had been made to make these changes.

The Mayor thanked Ms. Mikkelsen for the many years she had worked on this project and for its success. He said his family had personally participated in the program for many years. He said this year would definitely be a change from the good work she had done in the past. He said the staff and Council had discussions about the Angel Tree program and there were not any concerns on how the funds had been handled in the past or the way the program had been run. He said there were concerns on whether it is the appropriate project for the city to carry out. The Auditors pointed out that there may be issues with the city collecting and holding the donations if any money is left over. They mayor also mentioned the possibility for duplicate efforts with the school and the city doing things for the same families. This could result in other families not receiving any help. To help resolve these concerns the city will be working through the school

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having the funds collected through the school counselors who know the needs of the students. Angel Tree funds will be given as gift cards to parents so they will be able to shop for their own families. The Mayor asked everyone to be patient as the city works through changes. He expressed that he understood the Ms. Mikkelsen's trepidation over changing things because of her great care for this program. He thanked Ms. Mikkelsen for helping to run things over the many years she had been in charge.

There was discussion on why this change was being made and it was noted that the schools have counselors that work on getting help for families in need with different programs that are offered as well as with the donations that come in to help with Christmas.

The Mayor and City Council thanked Ms. Mikkelsen again for the many years she had put in on making the Angel Tree such a success and apologized that there had been a lack of communication about the changes that were happening.

Mr. Glen Mikkelsen then addressed the Council and said he had a concern about a property that is not being taken care of in the neighborhood. He said he is concerned there may be rodents in the area and that it needs to be addressed

The Council said there is an officer that is assigned to Code Enforcement and the officer can be contacted with any concerns citizens might have. It was noted a concern could be filed online at <https://wxpd.us/contact> or an email could be sent to codeenforcement@woodscross.com

There were no further comments, and the Mayor closed the public comment period.

CONSIDERATION TO APPROVE THE PUBLIC WORKS FLEET VEHICLE ORDER

The Mayor gave the floor to the City Administrator, and he noted the following for the City Council:

"Enterprise and City staff have identified 13 Public Works trucks and the Administration vehicle as potentials to replace and take advantage of the Enterprise Lease Equity program, as previously shared with the Council.

"Due to current market conditions and demand, vehicle pricing and orders have been more difficult with the shortage of computer chips and the manufacturers only allowing a certain number of vehicles to be ordered. Current truck manufacturers still need to list pricing, and the State Contracts do not show pricing for the trucks needed for public works trucks. In addition, manufacturers are not discounting high-demand vehicles (SUV's) at this time, even in state bids.

"Given to the Council are some estimates for the anticipated vehicle orders from Enterprise Fleet Management. Particular attention was paid to spec out trucks built to meet city needs and ensure the highest resale value without unwarranted amenities. While the estimates show Ford trucks and a Chevrolet Trail Blazer, final orders will be evaluated once the manufacturers establish pricing.

"Due to the timing of the manufacturer order windows, it is recommended that orders are placed quickly to ensure the City has allocation. Enterprise and city staff recommend that the City Council authorize the Mayor, City Administrator, and Public Works Director, to place vehicle orders once the order banks open up.

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“The quotes given to the Council show the anticipated vehicle costs and the costs of up-fitting the 1.5-ton dump trucks, service trucks, and pickups to meet the needs of the public works department. These up-fit costs will take advantage of State Bid Pricing from Reading Truck Equipment (formerly Semi Service of Salt Lake City).

“Payments will only occur once the vehicles are fully up-fitted (turn key) and the City has taken ownership of each vehicle. It is anticipated that it may take up to 12 months, or more, to receive some of the ordered vehicles, and payments will start in FY24 on those vehicles.

“Enterprise suggested a 2023 Trailblazer for the Administrator Department for Bryce to drive to replace the 2015 Chevy Equinox. The Trailblazer has a low cost of total ownership based on the expansive Enterprise Database. Upon delivery of the new vehicle, the 2015 Equinox will be given to the Community Development for Tim Stephens to drive, replacing the 1998 Ford Explorer.

“Once the final list of vehicles is ordered, City staff will bring the order to Council for ratification and ask the Council in a future meeting for authorization to surplus the outgoing vehicles for the highest value from auction or trade-in with Enterprise Fleet Management. The revenue received from the surplus of these vehicles can be applied to the fleet fund. These vehicles will be surpluses as the City takes ownership of the new vehicles.”

There was discussion by staff and the Council on how this vehicle lease program would work.

Following discussion and the information given, Council Member Terry made a motion to approve the Public Works Fleet Vehicle Order. Council Member Checketts seconded the motion, and all voted in favor of the motion through a roll call vote.

CONSIDERATION TO APPROVE RESOLUTION 2022-786 UPDATING CONSOLIDATED FEE SCHEDULE UTILITY RATES

The City Administrator continued with the floor and noted the following for the City Council:

“Per our previous discussions, the Consolidated Fee Schedule has been updated for the garbage rates and other adjustments. Within the proposed document, we have shown the changes in bold italicizes and crossed out the sections proposed for removal. The changes are as follows:

1. Index – “Public Right of Way and” has been added to the fourth item for clarification.
2. “Public Right of Way and” has been added to the subject title box on page 3.
3. “Bond Release Inspection Fee” added to page 3 for clarification and a \$50 fee for this service added to the existing language. This will allow the public works department to recoup expenses associated with this service.
4. “Landscape, \$5,000 Asphalt & Concrete” added to the minimum bond amount on page 3 to better represent the costs of the work and guarantee needed to ensure that it is complete.
5. “Restricted Truck Load Exception \$50.00” at the bottom of page 3, to cover the fee for the new truck route ordinance when an exception is being requested. This covers staff time to conduct the permit review.

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6. Adding “for each false alarm of four or more in the 12-month period” to the four or more false alarms section on page 7 to clarify that \$100.00 will be charged for each false alarm at 4 or more in a given year.
7. Garbage/Recycling/Green Waste Collection fees on page 11 have been per the Oct. 4 Council meeting discussion. See table below. The 1st can garbage rate will be increased by 1.21 per month to cover a single curbside pickup dumpster for 6-months.

	Garbage		Recycle		Green Waste		Revenue Total	Annual Budgeted Expenses	DIFF		
	1st can	Qty	2nd Can	Qty	1	Qty	1	Qty	Annually		
FY 22 Rates	\$ 12.25	2983	\$ 10.50	507	\$ 6.15	3070	\$ 6.50	1612	\$ 854,685.00	\$827,000.00	\$27,685.00
FY23 Proposed Rates	\$ 13.55	2983	\$ 11.65	507	\$ 6.80	3070	\$ 7.15	1612	\$ 944,736.00	\$917,000.00	\$27,736.00
% Increase over FY 22	10.61%		10.95%		10.57%		10.00%		10.54%	10.88%	

There was discussion on some of the fees and how they will affect things going forward. There was also discussion on the false alarm fees and how those alarms work and how companies may have to adjust their alarm systems if there are too many calls for the false alarms. There was also discussion on how those false alarms will be tracked and how companies will be charged once they have received too many false alarms.

Following the information given above, Council Member Larrabee made a motion to approve resolution 2022-786, a resolution updating the Consolidated Fee Schedule and utility rates. Council Member Kelemen seconded the motion, and all voted in favor of the motion through a roll call vote.

CONSIDERATION TO USE P-CARD REWARDS FOR EMPLOYEE INCENTIVES/RECOGNITION

The City Administrator continued with the floor and noted the following for the City Council:

“The City implemented procurement cards as a method of City spending last spring. We earn approximately 2% back in the form of a cash rebate which we have been depositing into Sundry Revenues. To date we have earned almost \$600. The Assistant City Administrator would like to use some of the rebate to purchase gift cards for employee raffle gifts at the employee holiday lunch and summer employee picnic, as well as for offsite teambuilding and employee moral boosting activities and incentives. Because this is a fairly new program, there is not information to have a sense of what the annual rebate back to the city will be but will track it to make sure we do not spend over what we have earned.”

Following the information given Council Member Sharp made a motion to approve the use of P-Card rewards for employee incentives/recognition. Council Member Checketts seconded the motion, and all voted in favor of the motion through a roll call vote.

COMMUNITY CONNECTIONS REPORT

The Mayor gave the floor to the Community Services Coordinator who reported the following:

She noted how information was being tracked through social media. She said that on Facebook there have been 29 posts and 350 DMs. She said the highest reach has been 2.2K and the average reach is 675 and

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engagements has been 420. She said the best performing post was Pumpkins in the Park and the project on 800 West. She noted on Instagram there has been 6 posts and 25 DMs. She said the 720 was the highest reach with an average reach of 130. She said there was 119 engagements. She said the best performing story was Pumpkins in the Park and the smell that was concerning which ended up being a smell coming from the asphalt plant that had been identified.

She noted there had been several regional and local news stories that included Woods Cross.

She said there have also been some recent frequently asked questions that had been answered by the Community Services Coordinator.

POLICE REPORT

The Mayor then gave the floor to Police Chief Soffe who reported the following:

DISPATCHED CALLS

<u>2022</u>	<u>2021</u>	<u>YEARLY</u>
Jan—761	Jan--704	2021—9,106
Feb—794	Feb—674	2020—10,473
March—995	March—796	2019—11,368
April—837	April—821	2018—11,600
May—804	May—854	2017—11,411
June—857	June—700	2016—12,393
July—1025	July—775	2015—12,819
Aug— 890	Aug—754	2014 — 9,495
Sept—893	Sept—767	2013—8979
Oct—866	Oct—682	2012 -7347
Nov—	Nov—748	
Dec—	Dec—831	
Total—8722	Total—9,106	

ACTIVITY REPORT

Aug-Sept-Oct Traffic Citations

	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>
Total Citations	145	128	185
Total Violations	209	205	242
Officer Salas	44	58	36

443 New Cases opened in October 2022

USE OF FORCE REVIEWS

10/11/2022—Gunpoint Low Ready, business alarm.

10/24/2022—Mental Subject/Welfare Check. Gunpoint, man with a knife at Fronrunner

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SWAT TEAM ACTIVITY

Barricaded Subject/ DV Shots Fired in West Bountiful. Woods Cross Officers assisted.

9 shots fired by suspect inside

3 shots at WX Officers on perimeter. (HELMETS!)

DEPARTMENT ACTIVITY

- Walk to School Day
- Lunch with the Chief WX Elementary
- WXPD Halloween Party
- Pumpkins in the Park—Mills Park
- Flexpak open house

WOODS CROSS HIGH SCHOOL ACTIVITIES

Administration: 14	Parking Problems: 8
Citizen Assist: 4	Vehicle Lock Out: 4
Juvenile Problem: 4	Theft: 2
Tobacco Violation: 2	Disorderly Conduct: 1
Property Accident: 1	Found Property: 1
Medical Assist: 1	Football Games: 2

K-9 ACTIVITY

Ranger -Assist Syracuse PD and DCSO on traffic accident where driver fled, Ranger tracked suspect to vehicle pickup location. Suspect later arrested.

-8 hours of training

Rex -2 requests from outside agencies, canceled prior to arrival.

Flash -Total Deployments for October: 2

This month, Detective Burton and K-9 Flash assisted the Internet Crimes Against Children Task Force and South Jordan Police Department on two search warrants. The cases involved the sexual exploitation of a minor and two individuals were arrested.

K-9 Flash and Detective Burton performed demonstrations for students of Woods Cross Elementary during lunch with the Chief, students at Affinity Autism Services, a local girl scout troop, and a school assembly with an agent from ICAC.

K-9 Flash and Detective Burton went to Indianapolis to recertify. Despite K-9 Flash jumping off the bed, even after he was told not to, and suffering from a pulled neck muscle, K-9 Flash certified at a level 2. Out of ten teams recertifying, only K-9 Flash and three others reached this level and did so while K-9 Flash was under the influence of narcotics

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and muscle relaxers. The medical bills and expenses were covered by Operation Underground Railroad.

Detective Burton nominated the K-9 unit of Woods Cross for a grant. The nation voted on social media and out of more than 500 agencies, Woods Cross received an honorable mention and \$250.

DETECTIVE DIVISION

27 Persons Crimes/Sexual Assault/Active C.A.N.R. cases (child abuse neglect report)

25 Active Theft/Property/Fraud/Assault/Death cases for the month of December

Ordinance Officer will be moved to Detective Division to assist with caseload more cohesive hours for ordinance enforcement.

ORDINANCE ENFORCEMENT

4- New cases were received and opened from the public.

3-Cases resolved/closed successfully.

0-notices sent.

COMMERCIAL VEHICLE ENFORCEMENT (CVSA)

-Commercial truck routes have been approved within the city and officers have been advised of enforcement actions to be taken.

LPR ACTIVITY

New LPR vehicle is completed and has been assigned to Officer Salas.

3 LPR stops in October:

1 insurance

1 revoked

2 DL violations

2 Expired Reg

1 Impound

CRITICAL CASE INFORMATION

On October 29, 2022, officers responded to a stolen vehicle. It was discovered the vehicle was stolen by the owner's intoxicated brother while the owner's four-year-old daughter was inside. After officers attempted to stop the vehicle, the suspect tried to hit a North Salt Lake officer and continued to flee. His tires were spiked by Officer Boyle, and he continued driving until he arrived at the Salt Lake International Airport. At the airport, officers used their vehicle to block the suspect and he was taken into custody. The female child was returned to her father safely and the suspect was subsequently arrested for child kidnapping, failure to respond to an officer's signal to stop, reckless endangerment, assault against a peace officer, and unauthorized control of a vehicle for an extended time.

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SAFETY REPORT

The Assistant City Administrator noted there would be no safety report given for this month due to training that took place. It was noted there would be two safety reports given next month.

FINANCIAL REPORT

The Mayor gave the floor to the City Administrator who went over the financial report with the City Council.

CITY ADMINISTRATORS REPORT/ACTION ITEMS

The City Administrator continued with the floor and went over the following:

1. Assisting Sam Christiansen with the railroad Quiet Zone designation. Sam has done a good job compiling the letters and forwarding them to the FRA (Federal Railroad Administration) by the deadline to obtain an extension. This will allow the agencies to get the work completed by May 2023.
2. Working with JUB to prepare subsidence information that can be used for upcoming grant applications.
3. Participated with staff, consultants, and agencies on the discussion of the I-15 EIS from Farmington to Salt Lake City and future removal of the Bamberger Bridge at US 89. More information will be presented when it is ready. UDOT representatives were again reminded of our desire to have Redwood Road restriped to improve safety.
4. Bryce and Jessica attended the Utah City Manager Conference on November 3-4 for continuing education on our job duties and opportunities.
5. Attended the Great Salt Lake Stewardship meeting on Thur. Nov. 3rd to learn more about the studies that have been conducted on the lake. While no official action was taken at the meeting, Speaker of the House, Brad Wilson, spoke on the continued need for legislation and efforts to get more water into the lake as a cooperative effort

There was discussion on when it would best to hold the strategic planning session for next year and it was noted staff would send out dates to see what would work best for everyone.

It was also noted staff could order name badges which could be beneficial for staff to wear in some circumstances.

Action Item Report		
Item	Assigned to	Status
Include mow strip provisions in zoning ordinance	Tim Stephens	Ordinance updated to allow citizens to access money.
Have attorney provide legal remedies for drug houses	Bryce Haderlie	Will continue to review in the next couple of weeks
Work with UDOT to widen Redwood Road	Sam Christiansen	Sam has emailed UDOT regarding the striping this spring but has not had a response.
Review zoning ordinance requirements for home occupancy.	Tim Stephens	Will review ordinances to see if changes can be made.
Junk Home Code Enforcement Revie	Chief Soffe	Review code enforcement activities around the city

TEXTING SERVICES PRESENTATION

LaCee Bartholomew, the Community Services Coordinator presented information on what costs would be, benefits and implementation of the texting program that had been discussed previously which included the following information:

1. OPEN LINES OF COMMUNICATION
 - Works 24 hours a day
 - Connects to city website or other communication methods
2. ENGAGE
 - 97% of Smart phone owners text regularly
 - Answer questions, send links, provide quick updates
3. BOOST WEBSITE TRAFFIC
 - Helps ensure the website is working for us
 - By texting in a keyword-we can send answers and direct to website for additional information.
4. TRACKING
 - We will be able to track and record cell phone numbers, date and time of every message.
 - GIS built-in technology for targeted messaging
5. COST
 - \$4750 for 175.000 messages
 - Implementation and set up fee were waived
 - Subscription rate was reduced
6. DEMO
 - Own phone number
 - WX Tree Lighting
 - Missed Trash Pick-up

There was discussion on what the benefits would be to add this program to the city resources. The Council said they liked the idea and thought it would be a good way to communicate with the city residents. It was noted this would be an opt-in type program, but there would still be capabilities to send out a general message. Chief Soffe said he would send the Evertel Link for communication through the police department as well.

The Council asked that Ms. Bartholomew bring back the specific information for the program to the next meeting and the Council would take a vote on this item at the next meeting.

COUNCIL ITEMS

Council Member Checketts said there is a property on 800 West with a metal grate on their driveway. She said there is no drive approach and using the grate is making quite a bit of noise when people are coming and going at the home. She wondered if a drive approach was required. It was noted there is a code violation at this home because the home is being rented and because the home is being rented both

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upstairs and downstairs, the code violation would need to be addressed. The City Administrator said the Code Enforcement Officer could look into this matter.

Council Member Larrabee said Wasatch Integrated Waste had hired a firm to help them become as efficient as possible. There were suggestions on how the city could save money. Council Member Larrabee said if cities would collaborate with each other, there could be more savings if the several cities worked together on garbage pick-up.

Council Member Larrabee said he would need to be excused from the next City Council meeting as he would be out of town.

Council Member Sharp said he would like to have a discussion on the future construction of a new city hall and have a possible meeting on a 5th Tuesday. The City Administrator said they would work on compiling that data for review for a future meeting.

COUNCIL REPORTS

The Mayor noted he had attended the Davis County Council of Governments meeting and the funding had been requested for a Woods Cross City stoplight at 800 West and 1500 South and 2600 South and those requests were approved. He noted the request would now be taken to the Davis County Commission for discussion.

CLOSED SESSION – Held at 1555 S 800 W in the City Council Chambers

Council Member Terry then made a motion at 8:55 P.M. to adjourn City Council and move to closed session after a five-minute recess pursuant to UCA § 52-4-205 with Council Member Larrabee seconding the motion. Council Members Checketts, Terry, Sharp, Larrabee and Kelemen voted in favor of the motion and the motion carried.

ADJOURNMENT

Following the Closed Session, the meeting was adjourned.

Ryan Westergard, Mayor

Annette Hanson, City Recorder

Approved by City Council December 6, 2022