

# City of Woodland Hills, UT

## City Council Meeting

### Minutes

**Tuesday, February 13, 2024 at 6:00 pm**

Notice is Hereby Given that the City of Woodland Hills City Council will hold a City Council Meeting on February 13, 2024, beginning at 6:00 p.m. Meetings are held at the Woodland Hills City Center, 690 South Woodland Hills Drive, Woodland Hills, Utah.

### Work Session

#### **1. Proposal for Big Tooth Maple Festival to be a City Sponsored Event- Council Member Lunt and Greg Witt**

##### **Minutes:**

Mayor Winder and Council Member Hutchings participated online.

Mayor Pro Tempore- Council Member Hillyard called the work session meeting to order and invited Greg Witt to address the council.

Mr. Witt shared that three years ago, he and a neighbor tapped a tree and had more sap than they knew what to do with. Utah State University reached out to him and informed him that there was a grant available to produce maple syrup. The university provided them with all the necessary equipment to process the syrup. Mr. Witt soon realized that this endeavor was more than just producing syrup; it was about building a community and creating something special.

Big tooth maple trees only grow above 5500 feet, and last year, the city became a demonstration site for the grant. The product is a single ingredient, and approximately 800 trees are being tapped in the city. He feels it is a great way to promote community values and a love for the outdoors. He is asking that the city become a sponsor of the event along with other businesses in the area.

Council Member Malkovich expressed the event last year had a great turnout.

Greg went on to explain that last year the festival was held in the street due to the snow. This year he would like to hold the event on April 20th from 10 am until 2 pm.

Council Member Lunt commented that there are a number of things the city can provide including police services.

Mayor Winder was under the impression that the event would be a city event. After further discussion, it was agreed that the festival would be a city event with Council Member Lunt serving as the city council liaison.

Council Member Hillyard conveyed the city would incur costs by sponsoring the event, as it requires hours of the sheriff's time.

#### **2. Preliminary Plat Approval Bellview Phase B- Chairman Frandsen**

##### **Minutes:**

Chairman Frandsen explained lots 1 and 2 were completed as part of the Bellview phase A. The upcoming phase B will consist of six lots. The planning commission has recommended approving

the preliminary plat based on four conditions. These include the removal of improperly placed fill, variance approval for the driveway on lot 6 to be closer to the property line than required by code, inclusion of the driveway on lot 3 which was mistakenly left out, and the likelihood of some lots requiring alternative septic systems. A note will be added to the final plat indicating that alternative systems may be necessary.

Council Member Lunt would like to ensure that whoever lists the lots should include a note on the MLS listing.

Council Member Hillyard had questions concerning the slopes identified on the plat.

Chairman Frandsen explained that under a previous city engineer, the engineer believed that disturbance could be done on slopes greater than 35%.

Steve McCleary discussed the mass grading and how if it is done correctly, the hillside can remain stable.

Council Member Malkovich inquired if soil testing would occur before the final plat. Steve McCleary clarified that the person constructing the home must acquire their own septic permit from the county.

Steve McCleary believes that through grading, the building envelope on each of the lots could be adjusted. He reiterated that the undocumented fill will be removed.

Ted Mickelsen explained there are testing procedures that the developer will need to go through to either prove that the fill meets the city standards and codes, or it will need to be removed and then tested according to city standards.

Council Member Hillyard inquired about erosion controls and drainage.

Chairman Frandsen noted a review done by Jones and DeMille that was included in the council's packet.

Steve McCleary spoke about the drainage and how the drainage is being pushed into the infrastructure through sumps.

The council asked questions regarding the spacing of fire hydrants.

Council Member Hillyard's largest concern is the feasibility of a property owner being able to install a septic tank. A standard septic costs anywhere between \$20,000 to \$25,000. He feels the systems that will need to be installed on the lots will cost substantially more. He would like buyers to know what they are getting into prior to buying the property.

Steve McCleary believes there is plenty of policing under the current process and layers of security that will ensure property owners know the conditions that they are buying a property under.

Council Member Malkovich highlighted the challenges associated with building on a slope, especially when it comes to complying with the city code. She emphasized the importance of ensuring driveways meet the city's codes. She wants to make sure everyone is aware of the challenges that may arise when building on these lots.

Carol Bell commented that it took a year and a half to go through the county to get the septic approval.

### **3. Proposal to Record Ordinance 2022-05 with the Utah County Recorders Office Advising Property Owners Identified in the August 16, 2022 Hazard Overview Map of the Requirement to Conduct a Natural Hazard Study- Chairman Frandsen**

**Minutes:**

Chairman Frandsen spoke to recording Ordinance 2022-05 against the parcel numbers of vacant lots identified in the natural hazard overview map. This would serve as a notice to the owners that a natural hazard study will need to be completed before the construction of a home can take place.

Council Member Kynaston expressed his concern that recording the ordinance against the property might change the value of a property. He voted against the 2022-05 Ordinance that was ultimately passed by the council.

Ted Mickelsen explained how a geo-study protects builders from natural hazards.

Council Member Lunt spoke in favor of a hazard study.

While Mayor Winder sees Council Member Kynastons point, the ordinance came about because a study was done following the wildfire.

Council Member Kynaston feels it is the homeowner's responsibility to take appropriate measures, and the city should not dictate what needs to be done for an individual to build on their property.

Council Member Hillyard added that there are inherent risks living where we do.

Carol Bell does not feel city staff should comment on property that is for sale.

**4. Resolution 2024-08 Appointing Members to the Parks, Trails, and Recreation Committee- Council Member Hutchings****Minutes:**

Council Member Hutchings is recommending Sherri Burger, Michelle Crump, and Judi Pickell be appointed to the Parks, Trails, and Recreation Committee.

**5. Follow-Up on Tabled Ordinance 2024-04 Proposal to Amend City Code 10-8-2B Permitted Building Uses and Omitting 10-8-2B(3)- Council Member Malkovich****Minutes:**

Council Member Malkovich requested to table the ordinance due to possible changes that may be passed during the legislative session.

**6. Large Purchases Requests or Sale of Surplus Equipment- Chris Helvey****Minutes:**

Council Member Lunt informed the council that the finance committee was in support of Ted Mickelsen's proposal regarding the sale of some of the public works equipment. Ted Mickelsen proposed that the sale of the equipment should be done in three phases.

The first phase of the sale would involve selling the 2019 silver truck F350 that is currently not being used. Additionally, the 2000 Ford maroon truck F150 that is being used for general public works activities would also be sold. Ted suggested that the current truck that he is driving should be turned into the new public works truck, considering that it is a 2013 model, and then a new public works/fire chiefs truck should be purchased. Chris, who oversees the department, believes that the gray truck that Corbett drove has held its value and will sell for almost what it was bought for. The new truck would have a service contract and be leased.

In phase two, the kubota, the old white service truck (2006), and possibly the skid steer would be sold. Council Member Lunt reminded the council that Big O had already been approved for sale.

Council Member Hutchings also reminded the council that the skid steer is currently on a lease,

which is scheduled to expire in early June.

The ultimate goal of the proposal is to downsize the number of vehicles and reduce maintenance costs.

Council Member Hillyard inquired about the new snow plows.

Chris Helvey indicated that the plows are still a few weeks out.

## **7. Update on Community Development RFP-Council Member Malkovich**

### **Minutes:**

Council Member Malkovich has scheduled a meeting with Ted for next week.

## **8. Public Works Report- Ted Mickelsen**

### **a. On-Call Contractor RFP**

#### **Minutes:**

Ted Mickelsen is working on getting the RFP out later in the week. The contract would be for repairs whether they're emergencies or just when the city has some repair work that needs to be done.

### **b. MS4 Audit**

#### **Minutes:**

Ted Mickelsen reported the Division of Environmental Quality recently conducted a 3-day audit of the city. The city has been using an outside contractor for SWPPP inspections and everything seems to be working well on the construction side. However, some paperwork needs to be taken care of on the city facility side. The city has been given 6 months to complete this work.

Ted also mentioned that NRCS (National Resources Conservation Service) has requested additional information regarding the grant that was submitted for the culverts along Broadhollow. This grant is separate from the one for the basin around the water tanks. Ted has responded to their queries and is confident that the city will be able to secure the grant.

## **9. Mayor and City Council Reports**

### **a. Mayor Winder-SESD and COG/MAG**

#### **Minutes:**

Mayor Winder reported Jeremy Searle submitted a request to MAG for grant funds, and the city was awarded \$100,000. The funds are for a feasibility study regarding trail construction.

### **b. Council Member Hillyard- South Utah Valley Solid Waste District**

#### **Minutes:**

Council Member Hillyard was excited to report that the transfer station is almost complete. He is working on getting the council a tour of the new facility. Ribbon cutting is scheduled for April.

### **c. Council Member Hutchings- SUVMWA and Mt. Nebo Water Agency**

#### **Minutes:**

Council Member Hutchings was unable to attend the SUVMWA and Mt. Nebo Agency

meeting, but he is working on obtaining the recording and will update the council.

**d. Council Member Kynaston- Central Utah 911**

**Minutes:**

Council Member Kynaston reported the siren equipment has been removed from the dispatch center and the sirens are inoperable. One of the problems dispatch is having is they are understaffed. The district is publishing and finalizing how they are handling 911 calls and he is willing to share it with anyone interested.

**e. Council Member Lunt**

**Minutes:**

Council Member Lunt has nothing to report.

**f. Council Member Malkovich- Utah County Animal Shelter**

**Minutes:**

Council Member Malkovich had nothing to report.

**10. Possible Items for Upcoming City Council Meetings**

**Minutes:**

Mayor Pro Tempore/Council Member Hillyard closed the work session at 7:43 pm.

## **City Council Meeting**

**11. Call to Order- Mayor Pro Tempore Ben Hillyard**

**Minutes:**

Mayor Pro Tempore Hillyard called the meeting to order at 7:50 p.m.

**12. Invocation- Council Member Kynaston**

**Minutes:**

Council Member Kynaston offered the invocation.

**13. Pledge of Allegiance- Council Member Lunt**

**Minutes:**

Council Member Lunt requested those who wished to join the pledge of allegiance to stand.

**14. Public Comment**

**Minutes:**

No public comment was heard.

## **Business**

**15. Decision: Proposal for the Big Tooth Maple Festival to be a City Sponsored Event**

**Minutes:**

Motion: Council Member Malkovich moved to make the Big Tooth Maple Festival a City Event.  
Second: Council Member Lunt seconded the motion.

Roll Call Vote: Council Member Hillyard; aye, Council Member Hutchings; aye, Council Member Kynaston; aye, Council Member Lunt; aye, and Council Member Malkovich; aye. Motion passed.

#### **16. Preliminary Plat Approval Bellview Phase B**

**Minutes:**

Motion: Council Member Kynaston moved to approve the preliminary plat for Bellview Phase B.

Second: Council Member Lunt seconded the motion.

Roll Call Vote: Council Member Hillyard; aye, Council Member Hutchings; aye, Council Member Kynaston; aye, Council Member Lunt; aye, and Council Member Malkovich; aye. Motion passed.

#### **17. Approval to Record Ordinance 2022-05 with City Recorder's Office**

**Minutes:**

Motion: Council Member Lunt moved to record Ordinance 2022-05 against the vacant properties identified in the August 16, 2022 Natural Hazard Overview map.

Second: Council Member Malkovich seconded the motion.

Roll Call Vote: Council Member Hillyard; aye, Council Member Hutchings; aye, Council Member Kynaston; nay, Council Member Lunt; aye, and Council Member Malkovich; aye. Motion passed.

#### **18. Resolution 2024-08 Appointing Members to the Parks, Trails, and Recreation Committee**

**Minutes:**

Motion: Council Member Hutchings moved to adopt Resolution 2024-08 appointing Sherry Burger, Michelle Crump, and Judi Pickell to the Parks, Trails, and Recreation Committee.

Second: Council Member Kynaston seconded the motion.

Roll Call Vote: Council Member Hillyard; aye, Council Member Hutchings; aye, Council Member Kynaston; aye, Council Member Lunt; aye, and Council Member Malkovich; aye. Motion passed.

#### **19. Approval of Large Purchases/Expenditures**

**Minutes:**

Motion: Council Member Lunt moved to approve phase 1 as per the description provided by Ted Mickelsen.

Second: Council Member Kynaston seconded the motion.

Roll Call Vote: Council Member Hillyard; aye, Council Member Hutchings; aye, Council Member Kynaston; aye, Council Member Lunt; aye, and Council Member Malkovich; aye. Motion passed.

### **Closed Session (If Needed)**

A Closed Session may be called pursuant to Utah Codes 54-4-204 and 54-4-205

#### **20. Closed Session**

**Minutes:**

Motion: Council Member Malkovich made the motion to move into a closed session.

Second: Council Member Lunt seconded the motion.

Roll Call Vote: Council Member Hillyard; aye, Council Member Hutchings; aye, Council Member Kynaston; aye, Council Member Lunt; aye, and Council Member Malkovich; aye. Motion passed.

The council moved into a closed session at 7:58 p.m. The purpose of the closed session was to discuss potential litigation.

Motion: Council Member Malkovich made the motion to adjourn the closed session, move back into the city council meeting, and adjourn the city council meeting.

Second: Council Member Lunt seconded the motion.

Roll Call Vote: Council Member Hillyard; aye, Council Member Hutchings; aye, Council Member Kynaston; aye, Council Member Lunt; aye, and Council Member Malkovich; aye. Motion passed.

The meeting adjourned at 8:20 p.m.

## **Adjourn**

### **Posting and Zoom Information**

Posted February 12, 2024 Jody Stones, City Recorder

#### Zoom Meeting Information

<https://zoom.us/j/99222371627?pwd=VGx1b2tsZ3c2dVRka1l6K0drWitRQT09>

Meeting ID: 992 2237 1627

Passcode: 7nwgML