



WEST HAVEN CITY COUNCIL MEETING MINUTES

October 16, 2024 6:00 PM
City Council Chambers
4150 South 3900 West, West Haven, UT 84401

PRESENT

Mayor - Rob Vanderwood
Councilmember - Carrie Call
Councilmember - Ryan Saunders
Councilmember - Nina Morse
City Manager – Shawn Warnke
City Attorney – Amy Hugie
City Recorder – Emily Green

EXCUSED

Councilmember - Kim Dixon
Councilmember - Ryan Swapp

5:00 Council Workshop – In City Council Chambers

NO ACTION CAN OR WILL BE TAKEN ON ANY CITY COUNCIL MEETING AGENDA ITEMS DISCUSSED DURING
PRE-COUNCIL WORKSHOP - DISCUSSION OF SUCH ITEMS IS FOR CLARIFICATION OF AGENDA ITEMS.

MEETING TO ORDER: **MAYOR VANDERWOOD**

REPORTS AND DISCUSSION AS FOLLOWS:

1. DISCUSSION-COUNCIL UPDATES

Councilmember Saunders asked for some updates on the emergency plan and the website.

Emily Green gave an update on the website.

Councilmember Call asked if a crosswalk could be painted for some of the new school zones.

Shawn Warnke said he would look into it because of the guidelines required for school crossings.

2. PRESENTATION AND TRAINING-WEST HAVEN CITY'S SUMMARIZED MONTHLY FINANCIAL STATEMENTS

Amy Davies gave a training on the monthly financial statements.

**3. DISCUSSION-AMENDING LETTER OF ENGAGEMENT WITH CHILD RICHARDS CPA'S & ADVISORS CREATING
FINANCE DIRECTOR AND APPOINTING AMY DAVIES**

Shawn Warnke went over the draft of the updated engagement letter with Child Richards CPA's & Advisors.

4. UPDATE-3300 S/5100 W TENTATIVE PROJECT SCHEDULE

Edward Mignone went over the tentative project schedule.

6:00 PM REGULAR CITY COUNCIL MEETING

1. MEETING CALLED TO ORDER-MAYOR VANDERWOOD

*The council met for their regularly scheduled meeting held in the council chambers.
Mayor Vanderwood brought the meeting to order at 6:01 pm. and welcomed those in attendance.*

2. **OPENING CEREMONIES**

A. **PLEDGE OF ALLEGIANCE-COUNCILMEMBER MORSE**

B. **PRAYER/MOMENT OF SILENCE-COUNCILMEMBER SAUNDERS**

3. **PUBLIC PRESENTATION:** Resident(s) attending this meeting will be allotted 2 minutes to express a concern or ask a question about any issue that **IS NOT ON THE AGENDA** No action can or will be taken on any issue(s) presented.

Daniel Winter said he would like the speed limit on 3500 S lowered to 25 mph for safety reasons. He requested a four way stop added to 4300 W and 3600 S.

4. **UPCOMING EVENTS**

Senior Lunch Bunch-October 23, 2024-11:30 AM

Dumpster Days-October 24-26, 2024

Pumpkin Walk-October 28, 2024-6:30 PM

Wasatch Choice Fall Workshop-October 30, 2024-4:00 PM-Roy Municipal Center-wasatchchoice.org

Mayor Vanderwood added that Heart of the Holidays will be December 2, 2024.

5. **COUNCIL UPDATES**

Councilmember Saunders said the beautification committee will be looking for the best decorations for yard of the month for October and December.

*****AGENDA ACTION ITEMS*****

6. **ACTION ON CONSENT AGENDA**

A. **CITY COUNCIL MINUTES-MEETING HELD-OCTOBER 2, 2024**

Ryan Saunders made a motion to approve. **Nina Morse** seconded the motion.

AYES:	Councilmember Call, Councilmember Saunders, Councilmember Morse
NAYS:	
RECUSED:	

7. **PRESENTATION-CITY MANAGER QUARTERLY FINANCIAL AUDIT REPORT**

Shawn Warnke presented the quarterly financial audit report.

8. **ACTION ON PLANNING COMMISSION MEETING RECOMMENDATION(S)**

A. **ACTION ON RESOLUTION 42-2024-AMENDING THE PLANNING COMMISSION POLICIES AND PROCEDURES**

Amy Hugie went over the changes made to the policies and procedures.

Councilmember Call suggested changing the word secretary in the policies and procedures to deputy recorder.

Nina Morse made a motion to adopt resolution 42-2024 to include changing any reference of secretary to deputy recorder. **Ryan Saunders** seconded the motion.

AYES:	Councilmember Call, Councilmember Saunders, Councilmember Morse
--------------	---

NAYS: RECUSED:

9. **ACTION ON RESOLUTION 43-2024-AUTHORIZING THE REDUCTION OF SPEED ALONG 5100 W AND THE INSTALLATION OF THE TRAFFIC CONTROL DEVICES**

Councilmember Call asked if cost sharing should be a part of the interlocal agreement.

Shawn Warnke suggested approved the resolution tonight and modifying the interlocal agreement next meeting.

Ryan Saunders made a motion to adopt resolution 43-2024 with conditions on items 3 and 4 under section 2 that Hooper City enters into a cost sharing agreement. **Nina Morse** seconded the motion.

AYES:	Councilmember Call, Councilmember Saunders, Councilmember Morse
NAYS:	
RECUSED:	

10. **ADVICE AND CONSENT OF: ONE (1) YOUTH COUNCIL ADVISOR APPOINTMENT SUBMITTED BY MAYOR VANDERWOOD TO FILL ONE, POSITION AVAILABLE DUE TO THE VACANT TERM LEFT BY ALLEN KEYES**

Mayor Vanderwood presented Sarah Wynn for a 3 year term.

Nina Morse made a motion to give advice and consent for Sarah Wynn as a Youth Council Advisor for a 3 year term. **Carrie Call** seconded the motion.

AYES:	Councilmember Call, Councilmember Saunders, Councilmember Morse
NAYS:	
RECUSED:	

11. **DISCUSSION-CONTINUATION OF ANY AGENDA ITEM NOT PREVIOUSLY DISCUSSED OR OTHERWISE COMPLETED ON THE 5:00 WORK SESSION**

There were no items at this time.

12. **ADJOURNMENT**

Nina Morse made a motion to adjourn at 6:45 PM. **Ryan Saunders** seconded the motion.

AYES:	Councilmember Call, Councilmember Saunders, Councilmember Morse
NAYS:	
RECUSED:	

Emily Green

City Recorder

Date Approve: 11/6/2024