



Sunset City Corporation

200 West 1300 North • Sunset City, Utah 84015 • 801-825-1628

Mayor:

Scott Wiggill

Council:

Nancy Smalling

Nakisha Rigley

Hope Thompson

Ricky Carlson

Sam Bartling

CITY COUNCIL AGENDA REGULAR MEETING

PUBLIC NOTICE IS HEREBY GIVEN that the Sunset City Council will hold a regular meeting at 6:30 p.m. on Tuesday, December 17, 2024 at the Sunset City Office Building, 200 West 1300 North, Sunset, Utah. Any information or items for the Council's consideration must be furnished at least ten (10) working days prior to the scheduled meeting to give the needed time to study the request. Agenda shall be as follows:

REGULAR SESSION

- A. CALL TO ORDER & WELCOME
- B. INVOCATION OR INSPIRATIONAL THOUGHT AND PLEDGE OF ALLEGIANCE by Council Member Rigley
- C. APPROVAL OF MINUTES – November 6, 2024
- D. APPROVAL OF VOUCHERS – Reading Truck in the amount of \$37,341.10 to install the bed, plow and sander on Public Works truck, Alpine Excavating in the amount of \$52,926.78 and \$117,751.08 for the 1800 N Waterline Project and Weber Basin Water in the amount of \$400,070.00 for the Annual Water Charges
- E. PUBLIC COMMENTS

AGENDA ITEMS

- 1. Consider and Approve Resolution 2024-28 Managing Overtime
- 2. Mayor, Council and Department Head Reports
- 3. Adjourn Regular Session and move into Work Session

WORK SESSION

- 1. Discuss Recycling Program
- 2. Adjourn

Possible closed meeting for reasons allowed by Utah State Code 52-4-205.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify the Sunset City Offices, (801) 825-1628, at least three (3) working days prior to this meeting. Anchor location for electronic meetings by telephone device is 200 W 1300 N, Sunset UT 84015. With the adoption of Ordinance 1-6-3, the Council may participate per Electronic Meeting Rules. Please make arrangements in advance. Posted and e-mailed to local newspaper – December 13, 2024

Nicole Supp, Recorder

**Sunset City Corporation
City Council Minutes
November 06, 2024
Page 1 of 7**

Minutes of a regular meeting held November 06, 2024 at Sunset City Hall, 200 West 1300 North, Sunset, Utah; Mayor Wiggill presiding.

REGULAR SESSION

Mayor and Council Present:

Scott Wiggill
Sam Bartling
Ricky Carlson
Nakisha Rigley
Nancy Smalling
Hope Thompson

Mayor
Council Member
Council Member
Council Member
Council Member
Council Member

Excused:

Recorder Supp

Recorder

City Employees Present:

Sarah Markel
Brett Jamison
Jason Monroe

Deputy Recorder
Police Chief
Public Works Director

Others Present:

Robert F. Smalling
Elisabeth Stevenson
Preston Lee
Collette West

Sunset Resident
Sunset Resident
Wasatch Integrated
Wasatch Integrated

The regular session was called to order at 6:30 p.m. by Mayor Wiggill.

Council Member Bartling gave the invocation and led the Pledge of Allegiance.

APPROVAL OF VOUCHERS: Council Member Thompson inquired about the total dump truck budget, noting they had budgeted \$165,000, and asked about the completion timeline. Director Monroe responded that it would hopefully be completed the following week. Mayor Wiggill stated they wanted to be operational and ready by the time snow arrived. Council Member Carlson made a motion to approve the voucher in the amount of \$110,971 for Rush Truck for the dump truck for Public Works and Council Member Smalling seconded the motion. The motion passed unanimously with Council Members Bartling, Carlson, Rigley, Smalling and Thompson voting yes.

APPROVAL OF MINUTES: Council Member Thompson made a motion to approve the meeting minutes from October 15, 2024 as presented and Council Member Bartling seconded the motion. The motion passed unanimously with Council Members Bartling, Carlson, Rigley, Smalling and Thompson voting yes.

Public Comments: There were none.

PUBLIC HEARING:

Council Member Bartling made a motion to move into a public hearing and Council Member Thompson seconded the motion. The motion passed unanimously with Council Members Bartling, Carlson, Rigley, Smalling and Thompson voting yes.

- 1. To Solicit Input from Sunset City Residents on the disposal of property located at 432 West 1800 North and 85 West 1800 North:** There were no comments.

Council Member Smalling made a motion to move out of a public hearing and Council Member Rigley seconded the motion. The motion passed unanimously with Council Members Bartling, Carlson, Rigley, Smalling and Thompson voting yes.

Regular Meeting

- 1. Consider and Approve Resolution 2024-26 Accepting the UDOT Appraisal for Property Located at 432 West 1800 North:** Mayor Wiggill provided background information on the UDOT property acquisitions, explaining that UDOT was attempting to purchase:

- The property at 85 West (upper and lower parking lot where the former Sunset City building was located)
- The property at 432 West (former office building for Public Works)
- A third parcel at 438 (the Public Works department)

Mayor Wiggill noted that while price agreements had been reached for two properties, they could not reach a resolution for the Public Works facility price. Council Member Thompson inquired about the parcel size, which was confirmed to be 66.29 feet by 130 feet (0.1918 acres). Discussion ensued regarding the trailer on the property. Director Monroe explained, the trailer had been listed for sale on the government surplus site for 6-7 weeks. The trailer's original purchase price was approximately \$6,200 about 35 years ago. An initial bid to move it 100 yards was \$7,000. The trailer was in poor condition with water damage, non-functioning HVAC, and structural issues. The moving costs were included in the \$26,000 received from UDOT for total moving expenses. Council Member Smalling expressed concerns about UDOT's approach to the property acquisitions and suggested considering allowing the fire department to use the trailer for training purposes. Director Monroe noted time constraints due to UDOT's spring construction timeline.

Council Member Carlson made a motion to approve Resolution 2024-26 and Council Member Smalling seconded the motion. The motion passed with a roll call vote from Council Members Bartling, Carlson, Rigley and Smalling voting yes and Council Member Thompson voting No.

- 2. Consider and Approve Resolution 2024-27 Accepting the UDOT Appraisal for Property Located at 85 West 1800 North:** The Council considered the UDOT appraisal for the property at 85 West 1800 North.

Council Member Smalling made a motion to approve Resolution 2024-27 and Council Member Rigley seconded the motion. The motion passed unanimously with a roll call vote with Council Members Bartling, Carlson, Rigley, Smalling and Thompson voting yes.

3. Consider and Award Planning Services Request for Proposals: Deputy Recorder Markel presented the results of the five responses to the planning services RFP:

1. Arcadis: 27/40
2. IO Land Arch: 25/40
3. WCG: 31/40
4. Planning Outpost: 29.5/40
5. JUB: 27/40

Deputy Recorder Markel recommended WCG, noting they offered comprehensive services including:

- In-house engineering
- Transportation planning
- GIS and mapping specialists
- Additional services that would be beneficial for future needs

Mayor Wiggill confirmed that a second review had also identified WCG as the preferred vendor. Deputy Recorder Markel explained that Arcadis scored lower because they had less experience working with small cities. Deputy Recorder Markel noted they were looking for firms with more experience in general plans and on-call services for smaller municipalities. While Arcadis had extensive experience with larger feasibility and transportation studies, they lacked experience with smaller city operations. Council Member Carlson acknowledged the explanation. Mayor Wiggill called for a motion on the planning services contract.

Council Member Smalling made a motion to approve the RFP award to WCG as the contracted Planning Services and Council Member Rigley seconded the motion. The motion passed unanimously with Council Members Bartling, Carlson, Rigley, Smalling and Thompson voting yes.

4. Mayor, Council and Department Head Reports: Council Member Bartling reported they were reviewing old emergency certification books to determine how to revamp them for current City needs. Mayor Wiggill acknowledged finding additional 30-year-old documents during office cleaning and expressed appreciation for Council Member Bartling's work on the project.

Council Member Rigley provided an update on the Youth Council, highlighting both challenges and ongoing efforts within the group. Attendance was notably low, with only five members present—a situation attributed to the increasingly demanding schedules of the young participants. The Youth Council Members preferred to maintain twice-monthly meetings. The Youth Council recently experienced a significant membership transition with Lily Griffith's departure. Having graduated from high school, Lily has aged out of the Youth Council, marking a natural progression for student leadership roles. Her brother, Michael

Griffith, continues to remain an active member of the council, ensuring some family continuity within the group. The Youth Council are working on recruiting new members soon.

Council Member Smalling provided several updates for the upcoming Veterans Program, scheduled for Friday the 8th in evening at 6:00 PM, she has created a deliberate shift towards a more welcoming and intimate celebration, with the theme being "Welcome Home", moving away from traditional, more rigid formal protocols. The decorations will be with balloons and floral arrangements, creating an inviting atmosphere that honors local veterans. Mayor Wiggill, who will personally conduct the opening services, and Council Member Carlson, who will deliver the evening's prayer. Council Member Smalling shared she will cook hot dogs for attendees, and a special appearance by a colonel from the local military base, adding an official military presence to the event. Lastly, she acknowledged ongoing challenges in maintaining accurate veteran lists, a complexity driven by the community's high mobility. Despite these administrative hurdles, she expressed significant gratitude towards the office staff for their administrative support and the Public Works staff for their diligent efforts in preparing the event space.

Council Member Thompson delivered a comprehensive report covering three key areas of community focus: Senior Center Activities showcased expanding programming, introducing engaging new classes like China painting and multicultural dancing. The center has planned several upcoming events, including a Veterans Day ceremony with Utah Military Academy, a Lunch Bunch gathering at Garcia's, and a genealogy research field trip to the Family Search center. The Beautification Program celebrated its successful Halloween edition and announced plans for festive winter holiday decorations in the December installment, continuing to encourage community aesthetic engagement. She had a meeting with RAB last week, the Environmental Report provided a technical overview of local environmental monitoring. Most groundwater plumes are showing positive trends, with three of four local plumes shrinking and another in Roy demonstrating reduction. However, some plumes in South Weber and Layton continue to grow. Significant infrastructure updates are underway, including the replacement of an air gap curtain that has exceeded its 20-year lifespan. To keep the community informed, an open house is planned at the Layton site near Debut Park, with a quarterly meeting scheduled for the following day. Lastly, Council Member Thompson mentioned the Senior Center will be hosting a secret Santa donation box to provide gifts to the local seniors this holiday season.

Council Member Carlson expressed appreciation for the Mayor's assistance with UDOT property transfers. Council Member Carlson also reported on a recent visit to the fire department, where new firefighters were sworn in and updates were shared about the new fire station, which was noted to be under budget and running effectively. Council Member Carlson proceeded to provide detailed call statistics for the North Davis Fire District. The district had responded to 38 calls, including five traffic incidents, four sick person calls, multiple unconscious person reports, transportation and ambulance calls, two seizures, falls (particularly from local care centers), medical alarms, welfare checks, pain responses, cardiac arrest, death, and stroke incidents. Council Member Carlson highlighted the

challenges firefighters face when responding to potentially dangerous situations like assaults, where they must sometimes wait for police clearance. He also extended thanks to those involved with the recent Bingo event and encouraged attendance to the upcoming Veterans Program, scheduled for Friday at 6:00 PM, praising the hard work put into organizing the event.

Chief Jamison reported on the Police Department's activities, noting that while business had slowed due to cold weather, calls were still significantly high. He anticipated breaking last year's record for call volumes. A comparison was made with Clearfield, which has 34 officers compared to their department's 10, yet they were only about 2,300 case numbers apart. Chief Jamison provided an update on new officer recruitment. One new officer was set to graduate on December 19th and would begin field training. Another officer was midway through the training program. However, a current job posting for an additional officer had received zero applications after being posted for two and a half to three weeks now.

Director Monroe from Public Works reported on ongoing water line work through the park was going well. He is still pending design plans for the new entrance to the Sunset Room. The department had hired two new employees. Director Monroe sought Council approval to proceed with a background check and drug testing for a potential new hire. He received four approvals to move forward.

Mayor Wiggill addressed the recent election, offering a message of unity and kindness. He spoke about the importance of respecting different perspectives and treating one another with compassion, regardless of political differences. A poignant statement was shared: "We may not vote the same, we may not think the same, we may not see the world the same, so we may not hold the same beliefs. But that doesn't mean we aren't worthy of kindness."

Council Member Rigley made a motion to adjourn and move into the Work Session. Council Member Smalling seconded the motion. The motion passed unanimously with Council Members Bartling, Carlson, Rigley, Smalling and Thompson voting yes.

Work Session

- 1. Discuss and Review Possible Changes to the Hiring Process:** Council Member Thompson initiated a discussion about reviewing and updating the City's hiring practices. She noted that no one could recall when the hiring policies were last reviewed. Concerns were raised about various outdated provisions, including driving record evaluations and probationary statuses. Specifically, Council Member Thompson highlighted an issue with the current policy that permanently disqualified candidates for major driving violations, regardless of how long ago they occurred. The member argued that such a blanket restriction was unfair, especially for infractions from many years past with no subsequent incidents. Mayor Wiggill acknowledged the potential for record expungement through legal processes and recognized the need for policy updates. He tasked Council Member Thompson with researching current hiring practices, consulting neighboring communities, and preparing a comprehensive review of the existing policy. Mayor Wiggill suggested that Council Member Thompson first distribute the proposed changes via email to Council Members and Department Heads for initial review.

Chief Jamison emphasized the importance of acknowledging that different departments may have unique hiring criteria.

2. **Discuss Plans for Central Park:** Council Member Rigley raised questions about the Central Park renovation project. The council member shared findings from research using Google Earth, noting that the park still comprised approximately 4.3 acres. A detailed discussion ensued about the potential usability of the baseball field and the park during construction. Director Monroe agreed to provide a detailed map showing the new UDOT property, entrance, and park layout. Council Member Smalling suggested a visual presentation during a work session to help council members better understand the proposed changes.
3. **Discuss 10 Year Plan for the Utah Winter Olympics:** This item was tabled.
4. **Discuss Santa's Visit to Sunset:** Council Member Rigley proposed scheduling the Santa meet and greet and neighborhood fire truck route for December 14th. The group discussed logistics, including finding a Santa (potentially reusing last year's volunteer), and creating a letter-writing station for children.
5. **Discuss Recycling Program:** Mayor Wiggill explained that the City had reviewed the relevant code and secured a grant from Ace, which offered \$15 off the price of used recycling cans. The cans would now cost \$30, with Ace handling delivery, maintenance, and repairs throughout the contract period. Afterward, the City would take possession of the cans. He outlined the costs: \$17.97 per month for a standard black garbage can and \$5.68 for a recycling can, totaling \$23.65. The program was initially intended to be mandatory, with all residents receiving and paying for recycling cans. Residents were encouraged to make use of the cans, given that they were part of the bundle. Mayor Wiggill asked if there were any questions or concerns regarding the recycling program and mentioned the need to adopt specific language into the City code to govern the cans. Council Member Thompson asked about the original cost of the program and whether it had changed. Deputy Recorder Markel confirmed that the current cost was \$17.97 per month for one garbage can. Council Member Carlson asked about the inclusion of green waste in the program. Council Member Rigley clarified that only black and blue cans (garbage and recycling) were part of the program. Mayor Wiggill asked for clarification on charges for green waste. Deputy Recorder Markel confirmed that the cost for green waste cans was \$7.89 per month.

Council Member Thompson sought reassurance from Director Monroe that the program's terms were agreeable. Director Monroe expressed support for the program but raised concerns about a potential increase in garbage can expenses with future contract renewals. Council Member Thompson recalled that the City's contract with Ace would expire before the five-year term was completed. They suggested including a renewal or extension option in future agreements.

Council Member Thompson suggested adding a provision to the City code that would allow residents to opt out of the program if desired. Director Monroe shared insights from experiences in another city, noting that opting out was typically not an option, even for residents who might not actively use their recycling can. A representative from Wasatch Integrated Collette West was invited to provide additional information. She explained the

educational efforts behind the recycling initiative, highlighting the City's proximity to infrastructure, which would help reduce hauling costs. Ms. West outlined plans to inform residents through various channels, including social media, newsletters, and mailers. Council Member Rigley showed particular interest in the program's details. She inquired about signage on recycling cans and appreciated the proposed educational materials. Ms. West elaborated on plans to include in-home signage and address recycling misconceptions.

A significant portion of the discussion focused on potential hardship options for residents. Council Member Rigley suggested introducing a hardship provision that could provide financial relief, particularly for elderly residents. Mayor Wiggill supported exploring such a program and recommended gathering more information on implementation. Council Member Thompson raised questions about the potential benefits of a hardship option, specifically considering its impact on elderly community members. Council Member Rigley agreed, emphasizing the need to create a fair system for all residents. Mayor Wiggill confirmed that the recycling program was scheduled to roll out in the spring and expressed confidence in its implementation. The next steps would involve reviewing and finalizing the program's language, with a particular focus on potentially adding a hardship provision that all Council Members could agree upon.

Council Member Bartling made a motion to adjourn and move back into the Regular Session. Council Member Carlson seconded the motion. Council Member Thompson made a motion to adjourn. Council Member Bartling seconded the motion. The motion passed unanimously with Council Members Bartling, Carlson and Thompson voting yes.

The meeting adjourned at 7:57 p.m.

Approved – December 17, 2024

Scott Wiggill, Mayor

Nicole Supp, Recorder

SUNSET CITY CORPORATION

VOUCHER APPROVAL FOR INVOICES OVER \$15,000.00

Date: November 17, 2024 – December 3, 2024

DATE	VENDOR	DESCRIPTION	DEPARTMENT	AMOUNT
11/20/24	Reading Truck	Install bed, plow & Sander	Public Works	\$37,341.10
11/21/24	Alpine Excavating	1800 N waterline project	Public Works	\$52,926.78
			Total	<u>\$90,267.88</u>

Mayor

Council Members

City Recorder

City Treasurer

Date



Reading Truck
4285 WEST 1385 SOUTH
SALT LAKE CITY, UTAH 84104
PHONE #801-521-0360
FAX #801-936-0112

INVOICE W 161229
Date Closed 11/20/24
Date Open 06/14/24

Page: 1 of 9

Sold To : 614-9100 801

Ship To :

SUNSET CITY CORPORATION
200 WEST 1300 NORTH

SUNSET UT 84015 USA

Approved By Jason Monroe

Written By JWILHITE		Terms CHG		Time 15:02:01	Customer Po # RH362751		PROMISED 11/30/2024		Cell Phone 801-668-5312		Ship Via None
Unit #		Plate #	Year 2024	Make INTERNATION		Model CV4500	Mileage/Hrs 0/0.0		VIN 1HTKTSWM1RH362751		Engine

Qty	Description	Price	Amount
	****State Contract MA4072**** DUMP BODY		
14.00	LABOR TO INSTALL Rugby 11' Eliminator 3-4 Yd. Dump Body, For 84" Cab to Axle Truck, Dual Rear Wheel. 11'3" L X 96" W Part # TEDRU-DU-11-4-KIT Body Part # 1926532 CAB SHIELD: Factory Installed Level 4, 1/4 Cab Shield With Window. SIDES: 17" Steel Solid Sides 10 Ga. With Fully Boxed Dirt-Shedding Top Rail, 6" Vertical Side Braces. FLOOR: 10 Gauge Steel Floor. TAILGATE: 23" Fully Boxed Perimeter, 2 Vertical Braces, Sloped 10 Degree Inward. LONG RAILS: 5" Structural Channel Long Sills. CROSS MEMBERS: 3" Structural Steel 16" Centers. LIGHTS: New Oval-Shaped Stop/Turn/Tail Built Into Corner Post. HOIST: SR 4016 ED Double Acting With a Sub Frame BODY PROP: Integrated NTEA CLASS: Class 40 OPERATING PRESSURE: 3200 PSI*** CAPACITY: 8.1 Ton Capacity Depending On Rear Overhang *** CYLINDER: 5.5" Bore, 16" Stroke, 2" Diameter Rod. WEIGHT APPROX : Dump Body 1695 LBS HOIST: Weight 460 LBS PAINT: Powder coat black** ELECTRIC OVER HYDRAULIC HOIST **NO PTO INCLUDED ***** SUB FRAME 24" ADDITIONAL: Add Part # TEC-RU-1851733 *** PAINT: Factory Powder Coated BLACK.		1400.00

ALL RETURN ITEM(S) MUST BE ACCOMPANIED BY THE ORIGINAL INVOICE

Parts..... 30091.10
Labor..... 6450.00
Sublet..... 800.00

All purchases on open account shall be due and payable within thirty (30) days of invoice date. Purchaser agrees to pay a 1 1/2% finance charge per month on past due accounts.

DATE _____

Authorized By _____

TOTAL

Continued



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4285 WEST 1385 SOUTH
SALT LAKE CITY, UTAH 84104
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Qty	Description	Price	Amount
1.000	TEDRU-2238972 ELIMINATOR 11-4 STEEL WITH TALL CABSHIELD FOR GM HD DU-E3-SD-CS-RS1103-17-23-96PBS1ST-N #501514	0.00	
1.000	RUG1898596 LED LIGHT KIT SOLID SIDE	0.00	
1.000	TEDRU-DU-11-4-KIT 11 3 3-4 YD. ELIMINATOR 1- 1926532 11-4 ELIMINATOR 96' BED 1- 1898596 LED LIGHT KIT SOLID 1- 2376899 11' SUBFRAME SR4016 1- 2192041 HOIST 1- 2186199 SR-4016 HOIST KIT 1- 2219241 PUMP & RESERVOIR UNLESS SPECIFIED WITH A SR-4020	10973.33	10973.33
		SubTotal	12373.33
1.000	Rugby 1/4 Cab Shield to fit on a Chevrolet 4500-6500 in lieu of the standard body 1/4 Cab shield. ** Order at the time of ordering the body** Part # TEDRU-2163863 TEDRU-2163863 1/4 CAB SHIELD FOR 2019+ CHEVY 4500-6500 ADD ON	606.67	606.67
		SubTotal	606.67
	Rugby electric double acting hoist. Part # TECRU-SR4020EDM-KIT. Includes Part #'s: TECRU-2117067 -Hoist TECRU-2193588 - 11' Subframe		

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Qty	Description	Price	Amount
	TECRU-2186199 - Installation Carton		
	TECRU-2219241 -Power Unit		
1.000	RUG2117067 SR4020 HOIST DOUBLE ACTING	0.00	
1.000	RUG2193588 11' SUBFRAME SR4020	0.00	
1.000	RUG2186199 SR-4016/SR4020/SR5020 HOIST KIT	0.00	
1.000	RUG2219241 PUMP & RESERVOIR DOUBLE ACTING	0.00	
1.000	RUGSR4020EDM-KIT	681.12	681.12
	SR-4020 ELECTRIC DOUBLE ACTING HOIST		
	1- 2193588 11' SUBFRAME SR-4020		
	1- 2117067 SR-4020 HOIST DOUBLE ACTING		
	1- 2186199 SR-4016 HOIST KIT		
	1- 2219241 PUMP & RESERVOIR		
		SubTotal	681.12
3.000	LABOR TO INSTALL Installation Kit For 8' - 12' Dump Bodies. Part # MTA8-12DUMP Including: Mud Flaps, Chrome Mud Flap Brackets, ATF Fluid, Fuel Fill Reinforcement Bracket, Junction Box For Electrical.		300.00
2.000	CHR405BC-30518 CHROME FLAP BRKT X EA ANTI SAIL 22170	0.00	

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Qty	Description	Price	Amount
2.000	MUDR24X30R 24X30X.375 READING RUBBER SRI2430B1W13513	0.00	
1.000	MUD3/16FLAPBRKT 3/16 MUD FLAP BRACKET PAIR UNIVERSAL/TOOL BOX BRKTS	0.00	
1.000	PAISPPR FA3XEP ETCHING PRIMER	0.00	
1.000	PAISP-620-1415 BLACK GLOSS SPRAY	0.00	
25.00	PHI3-506-100 2 GA BLACK.BATTERY CABLE 04615	0.00	
25.00	PHI3-505-100 2 GA. RED BATTERY CABLE 04614	0.00	
50.00	PHI5-027 1/2 NYLON SPLIT LOOM	0.00	
6.000	PHI8-2133 2 GA CRIMP LUG 3/8 STUD	0.00	
1.000	TRU26331 LICENSE LIGHT COMP. LP11CB	0.00	

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4285 WEST 1385 SOUTH
SALT LAKE CITY, UTAH 84104
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FAX # 801-936-0112

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Qty	Description	Price	Amount
20.00	TRAATF-55 BULK TRANSMISSION FLUID QUART	0.00	
1.000	TRA3/4X60 ELECTRICAL TAPE	0.00	
1.000	TOWCU-56229 USCAR HARNESS 24"	0.00	
1.000	MTA8-12DUMP DUMP BED INSTALL KIT	341.67	341.67
	SubTotal		641.67
2.000	LABOR TO INSTALL Rugby tailgate bumper stops mounted to hitch plate. (Set includes 2 bumper stops) Part # TEDRU-1665573		200.00
1.000	RUG1665573 TAILGATE BUMPER KIT (PAIR)	216.67	216.67
	SubTotal		416.67
8.000	LABOR TO INSTALL Buyers 1702305, 18" X 18" X 36" 14 GS Steel Underbody Box, W/Stainless T-handle Latch. Powder Coated Black. (Note - DEF tank location on certain diesel chassis may limit underbody box placement.)		800.00
	*****MOUNT BOXES ON TOP OF BRACKETS 2" X 2" C CHANNEL BOLTED TO FRAME SEE PICTURES JUSTIN HAS*****		
2.000	BUY1702305 18x18x36 Inch Black Steel Underbody Truck Box	559.59	1119.18
	SubTotal		1919.18
6.000	LABOR TO INSTALL BUYERS 1809042 Product Details Fabricators Hitch Plate 5/8 X 34 X 15-1/2 Inch		600.00

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Labor..... 6450.00
Sublet..... 800.00

All purchases on open account shall be due and payable within thirty (30) days of invoice date. Purchaser agrees to pay a 1 1/2% finance charge per month on past due accounts.

DATE _____

Authorized By _____

TOTAL

Continued



Reading Truck
4285 WEST 1385 SOUTH
SALT LAKE CITY, UTAH 84104
PHONE #801-521-0360
FAX #801-936-0112

INVOICE W 161229
Date Closed 11/20/24
Date Open 06/14/24

Page: 6 of 9

Sold To : 614-9100 801

Ship To :

SUNSET CITY CORPORATION
200 WEST 1300 NORTH

SUNSET UT 84015 USA

Approved By Jason Monroe

Written By JWILHITE		Terms CHG		Time 15:02:02		Customer Po # RH362751		PROMISED 11/30/2024		Cell Phone 801-668-5312		Ship Via None			
Unit #		Plate #		Year 2024		Make INTERNATION		Model CV4500		Mileage/Hrs 0/0.0		VIN 1HTKTSWM1RH362751		Engine	

Qty	Description	Price	Amount
	<i>Tech KODY L # 6 Id 4964</i> BUY1809042 Fabricators Hitch Plate 5/8 x 34 x 15-1/2 Inch	543.41	543.41
		SubTotal	1143.41
1.000	Install (OEM Supplied) factory back up camera for cab and chassis truck. ***Truck must be ordered and equipped with factory wiring to rear of truck***		100.00
1.000	SPLINSTALLCAMERA	35.00	35.00
		SubTotal	135.00
10.00	Side Rails Make and weld on 2x6" metal side rails above the dump bed sides. Paint Black		1000.00
1.000	SUBPAINT PAINT	800.00	800.00
		SubTotal	1800.00
.5000	LABOR TO INSTALL Buyers Combo Hitch With 2 5/16" Ball. Part # BUYBH82516		50.00
1.000	BUYBH82516 8 TON Combination Hitch 2-5/16 Inch Ball	46.77	46.77
		SubTotal	96.77
	****State Contract MA4304****SNOWPLOW / SANDER		
8.000	LABOR TO INSTALL 10' Pro Plus HD. Western snowplow. Ultramount mounting system, 10.0' Blade width, 34" blade height, 11 GA. blade, 6 trip springs, 2 shock absorbers, 8 vertical ribs, 8'9" plow width at full angle, 1/2" x 6" cutting edge, 2"x12 1/2" angling rams, approx weight 1075 lbs, Model# 10' Pro Plus HD. Part # Part # WPLIUTPHD100		1000.00

ALL RETURN ITEM(S) MUST BE ACCOMPANIED BY THE ORIGINAL INVOICE

Parts..... 30091.10
Labor..... 6450.00
Sublet..... 800.00

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Authorized By _____

TOTAL

Continued



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Unit #		Plate #		Year 2024		Make INTERNATION		Model CV4500		Mileage/Hrs 0/0.0		VIN 1HTKTSWM1RH362751		Engine	

Qty	Description	Price	Amount
	Blade Assembly: WPL76920 Mount Assembly: WPL AQ&L Box 1: WPL76900-3 Light Kit: WEP Headlamp Harness: WEP 3 Port Isolation Module: WEP Handheld Control: WEP		
1.000	WEP72530 HALOGEN HEAD LIGHT KIT	0.00	
1.000	WEP81330 PLUG-IN HARNESS, 8 PIN	0.00	
1.000	WEP29070-1 MODULE 3 PORT - DRL	0.00	
1.000	WEP35500	0.00	
	FLEX FLEET CONTROL HAND HELD PRO PLUS		
2.000	WEP49311	0.00	
	HYD. FLUID QUART SNP3905		
1.000	WPL33560 MOUNT KIT GM4500/5500/6500 2019+	0.00	
1.000	WPL76920 10' PRO PLUS HD BLADE	6567.66	6567.66
1.000	WPL76900-4 BIG BOX 10' PRO PLUS HD	0.00	
	SubTotal		7567.66

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Labor..... 6450.00
Sublet..... 800.00

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Unit #		Plate #		Year 2024		Make INTERNATION		Model CV4500		Mileage/Hrs 0/0.0		VIN 1HTKTSWM1RH362751		Engine	

Qty	Description	Price	Amount
8.000	LABOR TO INSTALL Western 9' Stainless Steel Marauder S400C Pintle Chain Conveyor, 4.0 cu. yd. Salt Spreader. Part# WPL32540 MATERIAL COMPATIBILITY: Chain: Sand & Salt/Sand Mix CAPACITY (VOLUME): 4.0 cu yd CAPACITY (WEIGHT): 8,640 lb SPREADING WIDTH: Salt: Up to 36', Sand: Up to 24' APPROX. WEIGHT (EMPTY): 820 lb OVERALL DIMENSIONS (LXWXH): Chain: 126.25" x 70" x 75.50" HOPPER DIMENSIONS (LXWXH): Chain: 108.5" x 70" x 43.75" BODY SIDE LENGTH: 9' REC. BED LENGTH: 96" MATERIAL DELIVERY DIMENSIONS: Chain: 16" Wide HOPPER CONSTRUCTION: Riveted Stainless Steel SPINNER SIZE: 16" Diameter VEHICLE COMPATIBILITY: Dump Body or Flatbed Trucks (Over 15,000 lb GVWR)		1000.00
1.000	WPL32540 MARAUDER S400C STAINLESS STEEL HOPPER SPREADER ELECTRIC W/CHAIN #32540	8959.62	8959.62
1.000	WAY46177 APT MICRO 2 CIRCUIT FUSE TAP ATR	0.00	
1.000	PAISP-620-1415 BLACK GLOSS SPRAY	0.00	
1.000	ANC48253-13 2X12 RATCHET E STRAP W/H	0.00	
		SubTotal	9959.62
	BLADE 24073120234976920 PUMP 24080111001233560 MOUNT 24010810072676900-4		

ALL RETURN ITEM(S) MUST BE ACCOMPANIED BY THE ORIGINAL INVOICE

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Labor..... 6450.00
Sublet..... 800.00

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TOTAL

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INVOICE	W 161229
Date Closed	11/20/24
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Approved By *Jason Monroe*

Written By
JWILHITE

Terms
CHG

Time
15:02:02

Customer Po #
RH362751

PROMISED
11/30/2024

Cell Phone
801-668-5312

Ship Via
None

Unit #

Plate #

Year	
2024	

Make
INTERNATION

Model
CV4500

Mileage/Hrs
0/0.0

VIN
1HTKTSWM1RH362751

Engine

Qty	Description	Price	Amount
	LIGHTS 24071710787872530 SPREADER# 32540 GJ		

ALL RETURN ITEM(S) MUST BE ACCOMPANIED BY THE ORIGINAL INVOICE

Parts.....	30091.10
Labor.....	6450.00
Sublet.....	800.00

All purchases on open account shall be due and payable within thirty (30) days of invoice date. Purchaser agrees to pay a 1 1/2% finance charge per month on past due accounts.

DATE _____

Authorized By _____

TOTAL	37341.10
--------------	-----------------



5141 South 1500 West
Riverdale City, Utah 84405
801-866-0550

11 November 2024

Sunset City
200 West 1300 North
Sunset, UT 84015

Attn: Jason Monroe
Proj: **Waterline Project – 1800 North (SR -37) from 250 West East across Central Park**
Subj: Pay Request, Summary, and Change Order No. 1

Dear Jason,

Enclosed are the Payment Request, Payment Summary, and Change Order for the above referenced project.

Upon review and approval of these documents, please have all three (3) copies of the Payment Summary, and Change Order documents signed.

Retain one (1) copy of each for your files and return two (2) originals to our office.

We would recommend payment to Alpine Excavating and Construction Company in the amount of \$52,926.78 for the completed work, with a retainage amount of \$2,785.62 to be held by the City until the punch list items have been completed.

Should you have any questions in regards to any of the above items, feel free to contact me.

Sincerely,
CEC, Civil Engineering Consultants, PLLC.



R. Todd Freeman, S.E., P.E.
City Engineer

Enclosures

SUNSET CITY CORPORATION

VOUCHER APPROVAL FOR INVOICES OVER \$15,000.00

Date: December 3, 2024 – December 17, 2024

DATE	VENDOR	DESCRIPTION	DEPARTMENT	AMOUNT
12/2/24	Weber Basin Water	Annual Water Charge		\$400,070.00
12/4/24	Alpine Excavating	Pay request #2	Public Works	\$117,751.08
			Total	<u>\$517,821.08</u>

Mayor

Council Members

City Recorder

City Treasurer

Date



INVOICE: 0078782

WEBER BASIN WATER CONSERVANCY DISTRICT
2837 EAST HIGHWAY 193
LAYTON, UTAH 84040
(801)771-1677

Invoice Date: 11/13/2024
County: DAVIS
Tax ID:

SUNSET CITY CORP
ATTN: NICOLE SUPP
200 WEST 1300 NORTH
SUNSET, UT 84015

Customer Number: 0090032

DUE: JAN 1ST

Description	Quantity	Amount
Annual Water Charges	600.00	183,030.00
Annual Water Charges	800.00	232,040.00
Credit - Well Lease Agreement		-15,000.00

THIS IS FOR 2025 WATER CHARGES
DUE BY DATE HIGHLIGHTED ABOVE

Total Billing: **\$400,070.00**

Did you know you can pay your bill online? Simply navigate to <https://customers.weberbasin.com>, click on 'Pay A Bill', and enter your 8 digit authentication code. 16315832. All major credit cards, Pay Pal, and bank drafts are accepted. Convenience fees will apply. Please read all payment terms and conditions.



5141 South 1500 West
Riverdale City, Utah 84405
801-866-0550

4 December 2024

Sunset City
200 West 1300 North
Sunset, UT 84015

Attn: Jason Monroe
Proj: **Waterline Project – 1800 North (SR -37) from 250 West East across Central Park**
Subj: Pay Request, and Summary No.2

Dear Jason,

Enclosed are the Payment Request, and Payment Summary for the above referenced project.

Upon review and approval of these documents, please have all three (3) copies of the Payment Summary documents signed.

Retain one (1) copy of each for your files and return two (2) originals to our office.

We would recommend payment to Alpine Excavating and Construction Company in the amount of \$117,751.08 for the completed work, with a retainage amount of \$8,983.05 to be held by the City until the punch list items have been completed.

Should you have any questions in regards to any of the above items, feel free to contact me.

Sincerely,
CEC, Civil Engineering Consultants, PLLC.

A handwritten signature in blue ink, appearing to read 'R. Todd Freeman', is written over a horizontal line.

R. Todd Freeman, S.E., P.E.
City Engineer

Enclosures

RESOLUTION NO. 2024-28

**A RESOLUTION AMENDING THE PERSONNEL POLICIES AND PROCEDURES
SECTION 7.2.10 MANAGING OVERTIME POINT B.**

Whereas, the Sunset City Council currently maintains a Personnel Policies and Procedures policy regarding compensatory time for non-exempt employees, and

Whereas, the Sunset City Council desires to modify the existing policy to establish quarterly timeframes and maximum accrual limits, and

Now, Therefore, be it resolved by the Sunset City Council the Personnel Policies and Procedures Section 7: Managing Overtime point B be amended to read as follows:

All non-exempt employees, including department heads, will be compensated for overtime through compensatory time off. Compensatory time must be taken within the same quarter it was earned, with a maximum accrual of 40 hours per quarter. The quarterly periods are defined as follows:

- 1st Quarter: January through March
- 2nd Quarter: April through June
- 3rd Quarter: July through September
- 4th Quarter: October through December

Department heads have the authority to approve overtime or require employees to take compensatory time as appropriate.

An exception exists for time earned during the final two weeks of a quarter. Hours accumulated during this period may be used in the subsequent quarter. For instance, compensatory time earned in the last two weeks of December may be taken during the first quarter (January through March).

Employees who fail to comply with this policy may be subject to disciplinary action as outlined in the Personnel Policies and Procedures, Section 4(II).4.1 Employee Discipline regarding First Level Offense. The Mayor holds final say to interpret or make exceptions to this compensatory time policy as deemed necessary for the efficient operation of the City.

Approved and adopted by the Sunset City Council this 17th day of December, 2024.

Scott Wiggill, Mayor

Attest:

Nicole Supp, Recorder

Current Policy:

All non-exempt employees will be given compensatory time in lieu of overtime. The compensatory time will be taken off during the same pay period or within the pay period immediately following the pay period the overtime was incurred. The department head has the authority to permit overtime or request the employee take compensatory time.

Suggested Language for Policy Updates:

All non-exempt employees, including department heads, will be compensated for overtime through compensatory time off. Compensatory time must be taken within the same quarter it was earned. The quarterly periods are defined as follows:

- 1st Quarter: January through March
- 2nd Quarter: April through June
- 3rd Quarter: July through September
- 4th Quarter: October through December

Department heads have the authority to approve overtime or require employees to take compensatory time as appropriate.

An exception exists for time earned during the final two weeks of a quarter. Hours accumulated during this period may be used in the subsequent quarter. For instance, compensatory time earned in the last two weeks of December may be taken during the first quarter (January through March).

Employees who fail to comply with this policy may be subject to disciplinary action as outlined in the Personnel Policies and Procedures, Section 4(II).4.1 Employee Discipline regarding First Level Offense. The Mayor holds final say to interpret or make exceptions to this compensatory time policy as deemed necessary for the efficient operation of the City.

4-3-3: COLLECTION OF SOLID WASTE, GREEN WASTE AND RECYCLABLE MATERIALS:

A. Unless otherwise provided herein, the city, its agent or contractor, shall collect, remove and dispose of all residential solid waste, green waste and recyclable materials. All residential solid waste, green waste and recyclable materials shall be collected, removed and disposed of with such frequency and in such manner as the city council may from time to time establish by regulation or contract.

B. Except as otherwise expressly permitted by this chapter, no solid waste, refuse, green waste or recyclable materials shall be removed or hauled away or transported upon the streets or public ways of the municipality except by the municipality, its agent or contractor and except by authorized persons hauling commercial solid waste, green waste or recyclable materials as hereinafter provided. It is hereby declared to be unlawful for any person, except as permitted in this chapter, to haul or remove garbage or refuse in the municipality.

C. Nothing contained in this chapter shall preclude persons from hauling their own solid waste, green waste or recyclable materials over the streets and rights of way of the municipality as the city council may authorize.

D. This service is for Sunset residents only. No person shall bring into the city from beyond the corporate boundaries thereof any refuse, trash, garbage or other debris and intend to have it picked up and disposed of by the city municipal trash and garbage collection department. The franchise holders shall immediately report to the city officials any evidence of such practice. (Ord. 2013-01, 3-5-2013)

4-3-4: SERVICE CHARGE:

A. Monthly Fee: Except for those residences who have opted out from curbside recycling and/or green waste collection services in accordance with subsection B of this section, all residences within the municipality shall pay monthly solid waste, green waste and recycling service charges as more particularly set forth in the fee schedule as adopted by the city council. The charges, rates, penalty fees for delinquency in payment and other charges incidental to solid waste, green waste and recycling services shall be set forth in the fee schedule and may be amended from time to time by the resolution of the city council.

B. Opt Out: Any property owner that has opted out of the city's curbside recycling program and/or green waste collection program in accordance with the city's opt out policy and notice, shall not be obligated to participate in the city's curbside and/or green waste recycling programs. All other residences and new residential customers who do not opt out within two (2) weeks of signing up for utility services shall be required to participate in the curbside and/or green waste recycling programs for at least one year.

C. Exception: The mayor may allow residents to opt out of the city's curbside and/or green waste recycling programs on a case by case basis after the opt out deadline and before the required one year participation time has lapsed.

D. Use Of Green Waste Containers: Green waste containers may be used for solid waste disposal and collection from December 1 through March 31 of every year. Green waste containers shall only be used for authorized green waste disposal and collection from April 1 through November 30 of each year.

E. Commercial Users: All commercial users shall individually negotiate and contract with private garbage and refuse disposal companies for the frequent and proper removal and disposal of garbage or other refuse. Commercial users shall accordingly pay no garbage collection fee to the city. (Ord. 2013-01, 3-5-2013)

4-3-5: METHOD OF PAYMENT OF SERVICE CHARGES:

The residential solid waste, green waste and recycling service charges above imposed by this chapter shall be billed and collected in the same manner as water and sewer service charges are billed and collected. (Ord. 2013-01, 3-5-2013)

Proposed

4-3-3: COLLECTION OF SOLID WASTE, GREEN WASTE AND RECYCLABLE MATERIALS:

A. Unless otherwise provided herein, the City, its agent or contractor, shall collect, remove and dispose of all residential solid waste and recyclable materials. The City shall also offer an optional green waste collection service. Solid waste and recyclable materials shall be collected, removed and disposed of with such frequency and in such manner as the City Council may from time to time establish by regulation or contract.

B. Except as otherwise expressly permitted by this chapter, no solid waste, refuse, green waste or recyclable materials shall be removed or hauled away or transported upon the streets or public ways of the municipality except by the municipality, its agent or contractor and except by authorized persons hauling commercial solid waste, green waste or recyclable materials as hereinafter provided. It is hereby declared to be unlawful for any person, except as permitted in this chapter, to haul or remove garbage or refuse in the municipality.

C. Nothing contained in this chapter shall preclude persons from hauling their own solid waste, green waste or recyclable materials over the streets and rights of way of the municipality as the City Council may authorize.

D. This service is for Sunset residents only. No person shall bring into the City from beyond the corporate boundaries thereof any refuse, trash, garbage or other debris and intend to have it picked up and disposed of by the City municipal trash and garbage collection department. The franchise holders shall immediately report to the City officials any evidence of such practice.

4-3-4: SERVICE CHARGE:

A. Monthly Fee: All residences within the municipality shall pay monthly solid waste and recycling service charges as more particularly set forth in the fee schedule as adopted by the City Council. Residents may additionally opt to receive green waste collection services for an additional fee. The charges, rates, penalty fees for delinquency in payment and other charges incidental to solid waste, green waste, and recycling services shall be set forth in the fee schedule and may be amended from time to time by the resolution of the City council.

B. Participation: All residences and new residential customers shall be required to participate in the City's solid waste and recycling collection programs. Green waste collection is optional and available to residents who choose to subscribe to the service.

C. [Deleted]

D. Use Of Green Waste Containers: Residents who subscribe to green waste collection may use green waste containers from April 1 through November 30 of each year, green waste containers shall only be used for authorized green waste disposal and collection by subscribers to the service.

E. Commercial Users: All commercial users shall individually negotiate and contract with private garbage and refuse disposal companies for the frequent and proper removal and disposal of garbage or other refuse. Commercial users shall accordingly pay no garbage collection fee to the City.

4-3-5: METHOD OF PAYMENT OF SERVICE CHARGES:

The residential solid waste and recycling service charges shall be collected in a bundled monthly fee, the optional green waste service charges, shall be billed and collected in the same manner as water and sewer service charges are billed and collected.