



West Point City
Council Notice and Agenda
 West Point City Municipal Center
 3200 West 300 North
 West Point City, UT 84015
 December 16, 2014

Mayor
 Erik Craythorne
Council
 Gary Petersen, Mayor Pro Tem
 Jerry Chatterton
 Andy Dawson
 R. Kent Henderson
 Jeff Turner

 City Manager
 Kyle Laws

ADMINISTRATIVE SESSION

6:00 PM – Board Room

1. Discussion of Feral cats and the TNR program with Davis County Animal Services – Mr. Kyle Laws page 7
2. Discussion of Sewer System Management & Safety Plan – Mr. Paul Rochell page 9
3. Discussion of Mixed Use Area – Mr. Boyd Davis page 71
4. Discussion of Cooperative Agreement with UDOT for Additional Funding for 200 South Trail – Mr. Boyd Davis page 73

GENERAL SESSION

7:00 pm – Main Council Chamber

1. Call to Order
2. Pledge of Allegiance
3. Prayer. (Please contact the City Recorder to request meeting participation by offering a prayer or inspirational thought)
4. Communications and Disclosures from City Council and Mayor
5. Communications from Staff
6. Youth Council Update
7. Consideration of Adoption of Minutes from the December 2, 2014 Council Meeting.
8. Citizen Comment. (If you wish to make comment to the Council, please use the podium and clearly state your name and address, keeping your comments to a maximum of 2 ½ minutes. Please do not repeat positions already stated. Public comment is a time for the Council to receive new information and perspectives).
9. Appointment of Planning Commissioners – Mayor Erik Craythorne
10. Consideration of Resolution No. 12-16-2014A, a Cooperative Agreement with UDOT for Additional Funding for 200 South Trail – Mr. Boyd Davis page 77
11. Consideration of Authorization of the Mayor to Sign Right-of-Way Documents Accepting Property and Easements on Behalf of West Point City for the 3000 West Roadway Project – Mr. Boyd Davis page 75
12. Motion to Adjourn

CLOSED SESSION

Immediately following the West Point City Council Meeting

1. Call to Order
2. Discussion of Personnel, Pursuant to UCA §52-4-205(1)(a)
3. Adjourn

Posted and dated this 11th day of December, 2014



MISTY ROGERS, CITY RECORDER

If you plan to attend this meeting and, due to disability, will need assistance in understanding or participating therein, please notify the City at least twenty-four(24) hours prior to the meeting and we will seek to provide assistance.

January
February
March
April
May
June
July
August
September
October
November

December

11 Planning Commission-7pm
15 Senior Lunch-11:30am
16 City Council-7pm
19 Cemetery Luminary-4pm
25-26 Christmas -Office Closed

January 2015

9-10 Council Retreat

January

- 1 New Year's Day-Closed
- 8 Planning Commission-7pm
- 9 Council Retreat
- 12 Senior Lunch-11:30am
- 19 Martin Luther King Day-Closed
- 20 City Council-7pm
- 22 Planning commission-7pm

February

- 3 City Council-7pm
- 9 Senior Lunch-11:30am
- 11 Council/Staff Lunch-11:30am
- 12 Planning Commission-7pm
- 16 Presidents Day-Closed
- 17 City Council-7pm
- 26 Planning Commission-7pm

March

- 3 City Council-7pm
- 12 Planning Commission-7pm
- 16 Senior Lunch-11:30am
- 17 City Council-7pm
- 26 Planning Commission-7pm

April

- 4 Easter Egg Hunt-10am
- 7 City Council-7pm
- 9 Planning Commission-7pm
- 20 Senior Lunch-11:30am
- 21 City Council-7pm
- 23 Planning Commission-7pm

May

- 2 Take Pride Day
- 5 City Council-7pm
- 7 Cemetery Cleaning
- 13 Council/Staff Lunch-11:30am
- 14 Planning Commission-7pm
- 18 Senior Lunch-11:30am
- 19 City Council-7pm
- 25 Memorial Day-Closed
- 28 Planning Commission-7pm

June

- 2 City Council-7pm
- 11 Planning Commission-7pm
- 13 Miss West Point Pageant SHS-7pm
- 15 Senior Lunch-11:30am
- 16 City Council-7pm
- 25 Planning Commission-7pm

July

- 4 Independence Day-Party at the Point
- 6 Independence Day Observed-Closed
- 7 City Council-7pm
- 9 Planning Commission-7pm
- 20 Senior Lunch 11:30am
- 21 City Council-7pm
- 23 Planning Commission-7pm
- 24 Pioneer Day-Closed

August

- 4 City Council-7pm
- 6 Summer Party-5pm
- 13 Planning Commission-7pm
- 18 City Council-7pm
- 21 Senior Dinner-5:00pm
- 27 Planning Commission-7pm

September

- 1 City Council-7pm
- 7 Labor Day-Closed
- 10 Planning Commission-7pm
- 15 City Council-7pm
- 21 Senior Lunch-11:30am
- 24 Planning Commission-7pm

October

- 1 Cemetery Cleaning
- 6 City Council-7pm
- 8 Planning Commission-7pm
- 14 Council/Staff Lunch-11:30am
- 16 Halloween Carnival-7pm
- 19 Senior Lunch-11:30am
- 20 City Council-7pm
- 22 Planning Commission-7pm

November

- 3 Election Day
- 7 Flags on Veteran's Graves YC
- 11 Veteran's Day-Closed
- 12 Planning Commission-7pm
- 16 Senior Lunch-11:30am
- 17 City Council-7pm
- 26-27 Thanksgiving-Closed

December

- 1 City Council-7pm
- 4 Christmas Party-7pm
- 7 City Hall Lighting Ceremony-6:00 pm
- 10 Planning Commission-7pm
- 15 City Council-7pm
- 18 Cemetery Luminary-4pm
- 21 Senior Lunch-11:30am
- 24-25 Christmas-Closed

January 2016

- 8-9 Council Retreat

TENTATIVE UPCOMING ITEMS

Date: 1/9/2014

Council Retreat – 8:30 am

Date: 1/20/2014

Administrative Session – 6:00 pm

1. Discussion of Amendments to the West Point City Cemetery Code – Mr. Paul Rochell
2. Audit Presentation – Mr. Evan Nelson
3. Review and Discussion of the Smith’s Marketplace Project
4. Discussion of Developer’s Agreement with Wright Development – Mr. Boyd Davis

General Session – 7:00 pm

1. Consideration of Release from Warranty for Wise Country Meadows, Phase 1 – Mr. Boyd Davis
2. Consideration of Approval of Fiscal Year 2014 Audit Report – Mr. Evan Nelson
3. Consideration of Releasing Wise Country Meadows, Phase 1 from Warranty – Mr. Boyd Davis
4. Consideration of Resolution No. 01-20-2015A, Adoption of the West Point City Sewer System Management & Safety Plan – Mr. Paul Rochell
5. Consideration of Ordinance No. 01-20-2015B, Proposed Mixed Use Zone – Mr. Boyd Davis (SEND NOTICE ON 2 weeks before)
 - a. Public Hearing
 - b. Action

Community Development and Renewal Agency

1. Adoption of the minutes from the November 18, 2014 CDRA meeting

Date: 2/3/2015

Administrative Session – 6:00 pm

General Session – 7:00 pm

1. Youth Council Update
2. Consideration of Ordinance No. 02-03-2015A*, the Rezone of the Property Located at Approximately 2000 West 300 North – Mr. Boyd Davis
 - a. Public Hearing
 - b. Action
3. Consideration of Approval of a Developer’s Agreement with Wright Development – Mr. Boyd Davis
4. Consideration of Ordinance No. 02-03-2014A, Amendments to the West Point City Cemetery Code – Mr. Paul Rochell
 - a. Public Hearing
 - b. Action

Future Items

Administrative Session

1. Discussion of Debris Management – Mr. Paul Rochell
2. Discussion of Street Light Replacement – Mr. Kyle Laws
3. Discussion of Cemetery Expansion
4. Discussion of Sanitary Survey – Mr. Kyle Laws

General Session

City Council Staff Report

Subject: Davis County Animal Care & Control – TNR Program
Author: Kyle Laws
Department: Executive
Date: December 16, 2014

Background

On October 21, 2014, Clint Thacker, Director of Davis County Animal Care & Control, attended our City Council meeting with a member of Best Friends Utah. Together they presented to the Council a program to help control the feral cat population in the county. They have been going to each city in the county to gain support for this program. At that meeting the Council said they would like to discuss this matter in a future meeting so they could have time to think about its impact to the City.

Analysis

The program that was presented to the City Council in October is a Trap, Neuter, Return (TNR) program for feral cats. The essence of the program is to catch stray cats, neuter/spay them, and then return them to the same area. The idea is that these cats, which are territorial in nature, would keep their “territory” but would no longer have the ability to reproduce. Additionally, it is believed that they would become less aggressive and less of a nuisance because of their inability reproduce. Animal control also believes this will be an effective method in controlling the feral cat population.

West Point City is among the few left in the County who have not made a decision on this issue. So far only one city has refused to entertain the idea, with the rest agreeing to the program.

Recommendation

No action necessary, but staff would like any direction or feedback regarding participation in the County’s TNR program.

Significant Impacts

None

Attachments

None

City Council Staff Report



Subject: Sanitary Sewer Management Plan
Author: Paul Rochell
Department: Public Works
Date: December 16, 2014

Background

The purpose of the Sanitary Sewer Management Plan (SSMP) is to provide a plan and schedule to properly manage, operate, and maintain all parts of the sewer collection system to reduce and prevent SSOs (sanitary sewer overflows), as well as minimize impacts of any SSOs that occur. The following list contains the contents of the SSMP:

- Organization Information
- Sewer collection system use ordinances, service agreements, or other legally binding methods for the program
- Operations and maintenance plan
- Design and performance provisions
- Sewer system overflow response plan
- SECAP (System Evaluation and Capacity Assurance Plan)
- West Point City Safety Plan

State Requirement – West Point City shall have and implement a written SSMP and shall make it available to DWQ upon request. A copy of the SSMP shall be publicly available at the City office and/or available on the Internet. The SSMP must be publicly noticed by the city and approved by West Point City’s governing body at a public meeting.

Analysis

In preparing the SSMP, we have patterned our plan after Clinton City’s plan and have changed it to meet our needs. The following information will include a brief summary of the contents of the SSMP:

- Organization Information – this section of the report contains West Point City’s organization chart, as well as the names and phone numbers of employees directly responsible for the SSMP.
- Ordinance – contains chapter 13.15 (sewer) of West Point City ordinance.
- Operations and Maintenance Plan- this section of the report covers sewer system mapping. All mapping is checked and updated by the City Engineer. The Public Works Department is responsible for contracting the annual 10,000 feet of cleaning and Closed Circuit TV (CCTV) inspections. As well as daily monitoring of lift station operations through West Point City SCADA and the monthly on-site lift station inspection logs.

- Design and Performance – these standards are regulated by the Utah Division of Water quality, Utah Administrative Code R317-3, and West Point City Ordinance 15.25 (construction specifications).
- Sewer System Overflow Response Plan – this portion of the plan contains the reporting requirements that may be necessary and a contact list of surrounding agencies that could assist with the SSO.
- SECAP – the five components of the SECAP plan include
 - Initial Capacity Modeling and Master Planning
 - Surcharge Flow Analysis (to be completed in the future)
 - Re-evaluation Modeling and Analysis
 - Flow Reduction Evaluation and Implementation (to be completed in the future)
 - Capacity Increase Evaluation and Implementation

Three of the five components of SECAP are included in the West Point City sewer master plan.

- West Point City Safety Plan – The following are covered in the west Point City safety plan, and reflect the guidelines of OSHA.
 - Safe Driving
 - Rules for Job Site Protection
 - Manhole Cover Removal and Replacement
 - Confined Space Hazardous Atmospheres
 - Manhole Entry
 - Open Trench Safety
 - Safely Lifting and Handling

Recommendation

Adopt by Resolution West Point City’s Sanitary Sewer Management Plan, and Safety Plan.

Attachments

Sanitary Sewer Management Plan
West Point City Safety Plan

West Point City
Sanitary Sewer Management Plan

Table of Contents

Introduction

General Info.

Operation and Maintenance

Defect Report

Sewer Design Standards

Overflow Plan

Contact Agencies

Grease and Oil Plan

System Evaluation

Monitoring and measurement

Mapping

Basement Backup

Annual Cleaning Form

Lift Station Inspection Form

West Point City

Sanitary Sewer Management Plan

Introduction

West Point City Corp is a City established in Utah under the Utah State Code. West Point City was established in 1935 and provides sewage collection and/or treatment to its residents. This Sewer System Management Plan (SSMP) manual has been established to provide a plan and schedule to properly manage, operate, and maintain all parts of the sewer collection system to reduce and prevent SSOs, as well as minimize impacts of any SSOs that occur. The Management for West Point City recognizes the responsibility it has to operate the sewer system in an environmentally and fiscally responsible manner. As such, this manual will cover aspects of the collection system program necessary to provide such an operation. This manual may refer to other programs or ordinances and by reference may incorporate these programs into this manual.

Definitions

The following definitions are to be used in conjunction with those found in Utah Administrative Code R317. The following terms have the meaning as set forth:

- (1) "BMP" means "best management practice".
- (2) "CCTV" means "closed circuit television.
- (3) "CIP" means a "Capital Improvement Plan".
- (4) "DWQ" means "the Utah Division of Water Quality".
- (5) "FOG" means "fats, oils and grease". This is also referred to as a Grease Oil and Sand Program(GOSI).

(6) "I/I" means "infiltration and inflow".

(7) "Permittee" means a federal or state agency, municipality, county, district, and city of the state that owns or operates a sewer collection system or who is in direct responsible charge for operation and maintenance of the sewer collection system. When two separate federal or state agency, municipality, county, district, and other political subdivision of the state are interconnected, each shall be considered a separate Permittee.

(8) "SECAP" means "System Evaluation and Capacity Assurance Plan".

(9) "Sewer Collection System" means a system for the collection and conveyance of wastewaters or sewage from domestic, industrial and commercial sources. The Sewer Collection System does not include sewer laterals under the ownership and control of an owner of real property, private sewer systems owned and operated by an owner of real property, and systems that collect and convey stormwater exclusively.

(10) "SORP" means "Sewer Overflow Response Plan"

(11) "SSMP" means "Sewer System Management Plan".

(12) "SSO" means "sanitary sewer overflow", the escape of wastewater or pollutants from, or beyond the intended or designed containment of a sewer collection system.

(13) "Class 1 SSO" (Significant SSO) means a SSO or backup that is not caused by a private lateral obstruction or problem that:

(a) affects more than five private structures;

(b) affects one or more public, commercial or industrial structure(s);

(c) may result in a public health risk to the general public;

(d) has a spill volume that exceeds 5,000 gallons, excluding those in single private structures; or

(e) discharges to Waters of the State of Utah.

(14) "Class 2 SSO" (Non Significant SSO) means a SSO or backup that is not caused by a private lateral obstruction or problem that does not meet the Class 1 SSO criteria.

(15) "USMP" means the "Utah Sewer Management Program".

General SSO Requirements

The following general requirements for SSO's are stipulated in R317-801 and are included here as general information.

1) The permittee shall take all feasible steps to eliminate SSOs to include:

(a) Properly managing, operating, and maintaining all parts of the sewer collection system;

(b) training system operators;

(c) allocating adequate resources for the operation, maintenance, and repair of its sewer collection system, by establishing a proper rate structure, accounting mechanisms, and auditing procedures to ensure an adequate measure of revenues and expenditures in accordance with generally acceptable accounting practices; and,

(d) providing adequate capacity to convey base flows and peak flows, including flows related to normal wet weather events. Capacity shall meet or exceed the design criteria of R317-3.

(2) SSOs shall be reported in accordance with the requirements below.

(3) When an SSO occurs, the permittee shall take all feasible steps to:

(a) control, contain, or limit the volume of untreated or partially treated wastewater discharged;

(b) terminate the discharge;

(c) recover as much of the wastewater discharged as possible for proper disposal, including any wash down water; and,

(d) mitigate the impacts of the SSO.

SSO Reporting Requirements

R317-801 stipulates when and how SSO's are reported. Following are those reporting requirements as of 04/23/2012.

SSO REPORTING. SSOs shall be reported as follows:

(1) A Class 1 SSO shall be reported orally within 24 hrs and with a written report submitted to the DWQ within five calendar days. Class 1 SSO's shall be included in the annual USMP report.

(2) Class 2 SSOs shall be reported on an annual basis in the USMP annual report.

ANNUAL REPORT. A permittee shall submit to DWQ a USMP annual operating report covering information for the previous calendar year by April 15 of the following year.

Sewer Use Ordinance

West Point City has a sewer ordinance that has been adopted by the governing body. This ordinance contains the following items.

1. Application for connections (13.15.010)
2. Unauthorized connections (13.15.020)
3. Unlawful connections (13.15.030)
4. Unlawful to injure sewer or discharge inflammable or injurious matter therein (13.15.040)
5. Obstruction (13.15.050)
6. Manholes (13.15.060)
7. Discontinuance of privy vaults and cesspools (13.15.070)
8. Rate schedules and connection fees (13.15.080)

9. North Davis Sewer District regulations (13.15.090)

The following elements are included in this SSMP:

- General Information
- Operations and Maintenance Program
- Sewer Design Standards
- Sanitary Sewer Overflow Response Plan
- Grease, Oil and Sand Interceptor Management Program
- System Evaluation and Capacity Assurance Plan
- SSMP Monitoring and Measurement Plan
- Sewer System Mapping Program
- Basement Backup Program

This program is intended to be a guidance document and is not intended to be part of a regulatory requirement. As such, failure to strictly comply with documentation requirements is, in and of themselves, not a failure of the program's effectiveness. Documentation failures are intended to be identified during system self-audits and will be addressed as training opportunities. Significant system failures will be followed up with corrective action plans. This corrective action process will be implemented by all individuals involved in the SSMP program. Not all West Point City employees will necessarily be involved in the collection system operations. As such, not all employees will receive program training. Finally, although not a part of this SSMP program, West Point City is an active participant in the Blue Stakes of Utah Utility Notification system. This system, regulated under title 54-8A of the Utah State Code, stipulates utility notification of all underground operators when excavation takes place. The intent of this regulation is to minimize damage to underground facilities. West Point City has a responsibility to mark their underground sewer facilities when notified an excavation is going to take place. Participation in the Blue Stakes program further enhances the protection of the collection system and reduces SSO's.

Chapter 13.15 SEWER

Sections:

- 13.15.010 Application for connection.
- 13.15.020 Unauthorized connections.
- 13.15.030 Unlawful connections.
- 13.15.040 Unlawful to injure sewer or discharge inflammable or injurious matter therein.
- 13.15.050 Obstruction.
- 13.15.060 Manholes.
- 13.15.070 Discontinuance of privy vaults and cesspools.
- 13.15.080 Rate schedules and connection fees.
- 13.15.090 North Davis County Sewer District regulations.

13.15.010 Application for connection.

Applications for sewer connections must be made in writing by the owner of the premises to be served, or his authorized agent, and must be accompanied by a plan, showing the reason for the connection, its size and the size and location of all branches and facilities to be connected with it. Connection fees must be paid before the connection is made. [Code 2000 § 9-5-1].

13.15.020 Unauthorized connections.

No person shall connect to the sewer system without first obtaining authorization from the city or sewer district and no connection shall be made to the sewer unless the plumbing and the building to be serviced shall comply with the requirements of the rules and regulations adopted. It shall be unlawful for any person to connect to the sewer system or cause a connection to the sewer system to be made or to commence or carry on the work of laying, repairing, or altering any pipe connecting with the sewer without having obtained authorization to do so from the city or sewer district. [Code 2000 § 9-5-2].

13.15.030 Unlawful connections.

It shall be unlawful for any person to connect with the sewer system any drain or pipe which discharges rain water, cellar, basement or sump pump, or surface water, or the contents of any spring, flowing well, creek, ditch or other watercourse without a special permit from the sewer district. No boiler or heating plant shall be directly connected to the sewer system. The overflow from boilers to heating plants, when cooled to a temperature not to exceed 120 degrees Fahrenheit, will be allowed to run into a sump, said sump to be connected to the sewer. The discharge of the contents of waste pipes from water filters, gas engines, air compressors, vacuums or dry cleaners, laundries, garages, wash racks, stores or warehouses containing inflammable substances, car barns, buildings for the stabling or keeping of horses, cows and other animals, and all similar establishments shall not be made into or connected with the sewer system unless such contents are discharged into settling tanks properly trapped and vented, said tanks to be of a construction approved by the sewer district and to be at all times subject to its inspection and approval or condemnation. Upon condemnation by the sewer district, the effluent from said tanks shall not be allowed to flow into sewers until satisfactory alterations have been made and the construction approved by the sewer district. [Code 2000 § 9-5-3].

13.15.040 Unlawful to injure sewer or discharge inflammable or injurious matter therein.

It shall be unlawful for any person to injure, break or remove any part or portion of the sewer or of any sewer appliance or appurtenance, or to discharge into the sewer any inflammable gas,

gasoline, oil or petroleum byproducts or any calcium carbide or residue therefrom, or any other matter which by chemical reaction shall injure said sewer or any part thereof or become dangerous to health, life or property, or any liquid or other material or substance which will evolve in inflammable gas when in contact with water, sewage or fire. Oil separators installed in any building where volatile fluids are used must not be connected directly with the sewer. [Code 2000 § 9-5-4].

13.15.050 Obstruction.

It shall be unlawful for any person to empty or discharge into the sewer system any solids, garbage or other similar matter without first treating the same in a manner approved by the sewer district or to discharge in the sewer system any matter or thing likely to obstruct the sewer. [Code 2000 § 9-5-5].

13.15.060 Manholes.

It shall be unlawful for any person to open any sewer manhole without permission from the city or sewer district. [Code 2000 § 9-5-6].

13.15.070 Discontinuance of privy vaults and cesspools.

A. It shall be unlawful for the owner, or his agent, or any other person having charge of or occupying any property located upon any street, alley, court, passageway or area in the city and within 300 feet of the sewer system situated in any such court, street, alley, passageway or area in the city to maintain or use or cause or permit to exist any privy vault, septic tank or cesspool on such property. The sewer district or the health department shall cause notice to be served upon the owner, agent or occupant of such premises to disconnect all plumbing from any cesspool or septic tank and to fill all cesspools and privy vaults with fresh earth and to remove all seats from privies and to connect all plumbing therein with the sewer system.

B. It shall be unlawful for the plumbing on any premises within the area above described to remain unconnected to the sewer system for more than 60 days after such sewer system is ready to receive connections therewith. In the event that notice is served upon persons violating the requirements of this section, and they fail or refuse to comply with the requirements of the same within 60 days, they shall be guilty of a misdemeanor. [Code 2000 § 9-5-7].

13.15.080 Rate schedules and connection fees.

Rate schedules and connection fees deemed necessary or expedient shall be adopted by the city council by resolution without publication thereof and all such schedules and fees whether heretofore or hereafter adopted shall become effective and operative upon adoption thereof by the city council. [Code 2000 § 9-5-8].

13.15.090 North Davis County Sewer District regulations.

A. There is hereby adopted by the West Point city council by reference that certain code known as the "North Davis County Sewer District Wastewater Control Ordinance – Rules and Regulations," dated June 9, 1983, and all amendments thereto, for the purpose of prescribing requirements, standards, and criteria for pretreatment of industrial wastewaters and industrial sewage and all other waters requiring pretreatment prior to being inducted into the sewage collection facilities of the city and the sewage collection facilities and treatment plant of the North Davis County Sewer District and prescribing other rules and regulations pertaining to the collection and treatment of sewage and the whole thereof of said "Wastewater Control Ordinance – Rules and Regulations" is hereby adopted save and except such portions as are hereinafter deleted, modified or amended, of which code not less than three copies have been and now are filed in the office of the West Point city recorder and the same are hereby adopted

and incorporated as fully as if set out at length herein, and from the date on which the ordinance codified in this chapter shall take effect, the provisions thereof shall be controlling within the limits of West Point City.

B. Wherever the words "city," "district," "manager," or similar terms referring to the North Davis County Sewer District or its personnel shall be used, and the context of such usage would so indicate, such terminology shall refer to West Point City and/or its comparable personnel functioning within West Point city government.

C. Any person who shall violate any of the provisions of the "Wastewater Control Ordinance – Rules and Regulations" hereby adopted or fail to comply therewith, or who shall violate or fail to comply with any order made thereunder, shall severally for each and every such violation or noncompliance, respectively, be guilty of a Class B misdemeanor, punishable by a fine of not more than \$1,000 and/or by imprisonment for not more than six months in the case of persons and in the case of a corporation, association, partnership, or governmental instrumentality, a fine not to exceed \$2,000. The imposition of one penalty for any violation shall not excuse the violation or permit it to continue; and all such persons shall be required to correct or remedy such violations or defects within a reasonable time; and when not otherwise specified, each day that prohibited conditions are maintained shall constitute a separate offense.

The charging of a criminal offense, conviction and imposition of sentence shall not in any way preclude the city from pursuing civil remedies.

D. The North Davis County Sewer District, by and through its authorized and designated officers, agents, servants and employees, is hereby authorized and designated to monitor and enforce compliance with this chapter and the "North Davis County Sewer District Wastewater Control Ordinance – Rules and Regulations" adopted by this chapter and for such purpose is authorized to inspect premises, books, records of users, and do all other things necessary which it deems legal and proper, unless otherwise directed by the city, in accordance with law and the terms and provisions of said "North Davis County Sewer District Wastewater Control Ordinance – Rules and Regulations" in connection with the monitoring and enforcement of the terms and provisions thereof.

E. In the event any industrial user should violate any of the terms and provisions of the "North Davis County Sewer District Wastewater Control Ordinance – Rules and Regulations" thereby resulting in a fine or penalty being assessed against West Point City and/or the North Davis County Sewer District by the Environmental Protection Agency or any other state or federal agency, such violating industrial user shall be responsible for payment of such penalty or fine to West Point City and/or the North Davis County Sewer District in the same amount of such fine or penalty as may be levied against the West Point City or the North Davis County Sewer District. [Code 2000 § 9-5-9].

The West Point City Code is current through Ordinance 10-15-2013, passed October 15, 2013.

Disclaimer: The City Recorder's Office has the official version of the West Point City Code. Users should contact the City Recorder's Office for ordinances passed subsequent to the ordinance cited above.

City Website: <http://www.westpointcity.org/>
 (<http://www.westpointcity.org/>)
 City Telephone: (801) 776-0971
 Code Publishing Company
 (<http://www.codepublishing.com/>)

West Point City
SSMP – General Information

This Sanitary Sewer Management Plan was adopted by West Point City council on:

Date- _____

Resolution number- _____

Mayor- _____

The responsible representative(s), position and phone number for West Point City with regard to this SSMP is/are

Public Works Director

Paul Rochell (801)776-0970

City Engineer/Assistant City Manager

Boyd Davis (801)776-0970

Description of Roles and Responsibilities

The following positions have the described responsibility for implementation and management of the specific measures as described in the SSMP.

Public Works Director

This individual is responsible for overall management of the sanitary sewer collection system. Responsibilities include working with governance to assure sufficient budget is allocated to implement the SSMP.

Engineer/Assistant City Manager

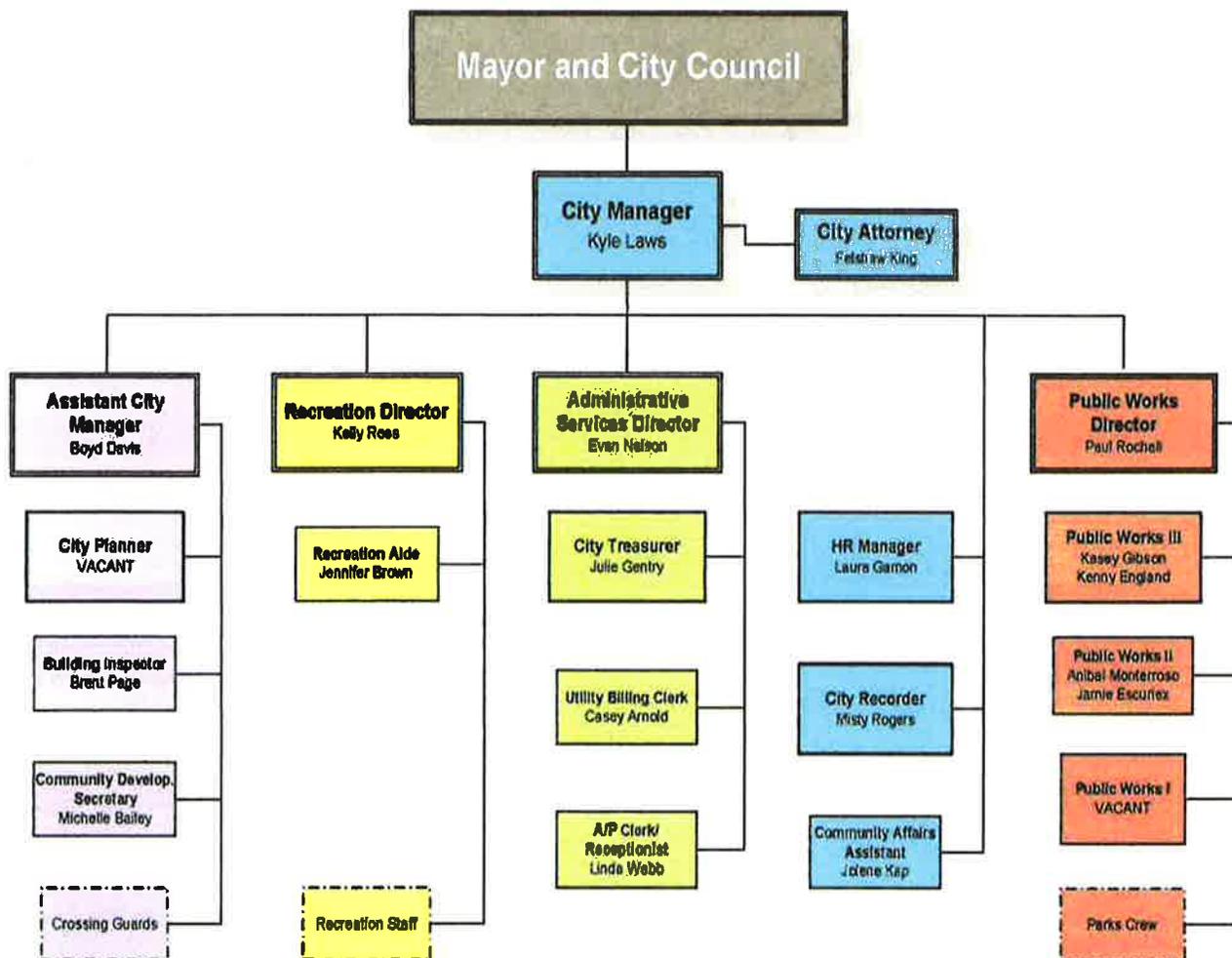
This individual is responsible for the development and maintenance of collection system design standards, maintenance of collection system mapping and maintenance of the System Evaluation and Capacity Assurance Plan. (SECAP program)

Maintenance Workers

Maintenance workers in the sewer system will be certified by the state of Utah. Certification for West Point City is set at a Grade II. Employees will participate in training on a regular basis consistent with DWQ continuing

Organization Chart

Below is the organization chart associated with the SSMP.



West Point City

Operations and Maintenance Program

West Point City has established this sanitary sewer system operations and maintenance program to ensure proper system operations, to minimize any basement backups or SSOs, and to provide for replacement, refurbishment, or repair of damaged or deteriorated piping systems. The combined maintenance program should insure that the environment and health of the public are protected at a reasonable cost for the end users. To this end, the following areas are described and included in this maintenance program:

- System Mapping
- System Cleaning
- System CCTV Inspection
- Pump Station/Pressure Lines Inspection
- Manhole Inspection
- Defect Reporting
- Damage Assessment

System Mapping

An up to date map is essential for effective system operations. West Point City has assigned the mapping responsibility to the city engineer, who will prepare and maintain current mapping for the entire sanitary sewer system. Mapping may be maintained on either paper or in a geographical information system (GIS) or a combination of both. Current mapping is available at West Point City hall.

Should any employee identify an error in the mapping, they should document the error on a defect report and give it to the city engineer.

System Cleaning

Sanitary sewer system cleaning is accomplished through various means and methods. West Point City has established a goal to clean the entire system every 5 to 7 years. Based on experience over the past years, this frequency significantly reduces the number of basement backups, controls grease problems and flushes any bellies in the system. In addition West Point City has a listing of identified Annual Cleanings which

are maintained at a higher frequency. Systems which may have roots are mechanically rodded or hydraulically cut out and areas where restaurants are close together are hydraulically flushed with a high pressure jet truck. The following methods are employed to provide system cleaning:

- West Point City Hydraulic Cleaning
- Contractor Hydraulic Cleaning
- Contractor Mechanical Rodding.
- Chemical Root Control
- Chemical FOG Control

Cleaning records are maintained at West Point City Public Works building. Contractors are required to provide cleaning records associated with their work. Cleaning history may also be entered into the GIS; however, this is not always necessary. Should the cleaning process identify a serious defect, the problem should be reported on a Defect Report Form. The Public Works Director should be given the defect reports for further action. The defect report should be specific as to location and type of problem. A copy of the Defect Report Form is included at the end of this narrative section. A summary of cleaning activities shall be prepared annually by the Public Works Director or designee. This summary will normally be presented to the Public Works Director.

System CCTV Inspection

Closed Circuit TV inspections of the sanitary sewer system are used to assess pipe condition and identify problems or possible future failures which need current attention. The CCTV process also identifies the piping condition to allow for replacement prior to failure. Generally West Point City will conduct CCTV inspection with contractor inspections. Inspections of the system will occur every 10 to 15 years. This inspection frequency is based on the pipe aging process. As such, once the system has been inspected completely, change usually occurs gradually. CCTV will also be employed when a systems operation or capacity is questioned or when an SSO occurs. Any defects identified during the CCTV process should be reported on a Defect Report Form and the form should be given to the Public Works Director for possible repairs. Documentation of CCTV activities will be maintained at the public works office. When contractors are employed to inspect the sanitary sewer system they will be required to submit records for their work. The Public Works Director or designee will prepare an annual summary of CCTV completed for that calendar year.

Pump Station/Pressure Line Inspection

Staff inspects each pump station at least daily via SCADA for correct operations. Included in this inspection is a visual observation of the pump trending, as well as alternations of pump frequencies, also able to see levels of sewage at all times, as well as any alarmed situations. Physical inspections are done monthly, included in this inspection is logging of pump hours running, as well as all conditions of back-up generator, and amount of propane on site. We also do a visual of overall condition of lift station pit, and if there are any repairs that need to be made at that time. Operators inspecting the pump stations will complete the included Lift Station Inspection Form. Should a problem be encountered that cannot be corrected during the inspection, a Defect Report Form should be completed and the form given to the Public Works Director. If the defect has the potential to cause a sanitary sewer overflow, immediate action should be taken to insure no overflow occurs. During the inspection of the pressure sewer alignment, operators should be looking for unusual puddles. If a potential leak is identified a Defect Report should be completed and given to the Public Works Director for further action. An evaluation will be made to determine if there is an actual leak and appropriate action taken.

Manhole Inspection

West Point City schedules annual inspection of the sanitary sewer manholes (M/H). The M/H inspection involves the identification of foreign objects and surcharging that may be present. Crews inspecting the manholes will be given maps by the Public Works Director who will monitor the progress and completeness of the inspection process. When a potential defect is identified the manhole should be flagged. Flagged manholes should be checked by an operator within several days to determine further action. If, during the inspection process, the inspection crew believes a problem is imminent, they should immediately cease inspecting and inform the Public Works Director of the problem. A cleaning crew should be dispatched immediately to ensure correct system operations. All inspection records should be retained for documentation of work performed.

Defect Reporting

Defect Reports generated through the cleaning, CCTV inspection, pump station inspection or manhole inspection programs will be prioritized for correction by the Public Works Director. Any defects which have the potential for catastrophic failure and thus create a sanitary sewer overflow should be evaluated immediately and discussed with the Public Works Director for repair. Repair methods may include:

Spot Excavation Repairs
Spot Band Repairs
Segment Excavation Replacements
Segment Lining
Manhole Rehabilitation

When a defect is not flagged for immediate repair, it should be considered for placement on the "Annual Cleanings" list. This will allow for vigilant maintenance to ensure failure and a subsequent sanitary sewer overflow do not take place. Defect reports should be used in the Budget process to determine what financial allocation should be made in the next Budget year. The Public Works Director should include outstanding defects in the annual report.

Collection System Damage

Collection damage may occur as a result of multiple factors, some identified as a result of inspection activities and some identified as a result of damage by third parties such as contractors.

Damage Identification

The identification of system damage which may result in an SSO or basement backup is important to prevent environmental, public health, or economic harm. Identification of damage may be from either internal activities or external activities.

Internal activities which may result in the identification of damage include the following:

1. Collections Maintenance Activities
2. CCTV Inspection Activities
3. Manhole Inspection Activities

These three activities are discussed in this Maintenance Program and the identification of damage will result in the generation of a Defect Report. Generally, damage identification is an iterative and continuous process.

External activities which identify damages include:

1. Contractor Notification of Damage

2. Directional Drilling Notification of Damage
3. Public Damage Complaints

All three of these notifications generally require immediate response. Staff should respond and evaluate the seriousness of the damage and the effect on the environment. Damages which include a release to the environment should be handled in accordance with the SORP. Damages which cause a basement backup should trigger the Basement Backup program. Damages which remain in the trench should be de minimis and do not require more action than the repair of the damage.

Whatever the cause of collection system damage, the response should be expeditious to prevent environmental or economic harm. West Point City staff should consider all damages an emergency until it is shown by inspection to be a lower priority.

Damage Response Actions

When damages occur in the collection system, the following actions help define the path staff should take. These action plans are not inclusive of all options available but are indicative of the types of response that may be taken.

Stable Damage

Inspection activities may show a system damage which has been there for an extended period of time. Such damage may not require immediate action but may be postponed for a period of time. When stable damage is identified and not acted upon immediately, a defect report should be prepared. If such a defect is identified and repaired immediately, a defect report is not needed. An example of stable damage could be a major crack in a pipeline or a severely misaligned lateral connection where infiltration is occurring.

Unstable Damage

Unstable damage is damage which has a high likely hood that failure will occur in the near future. Such damage may be a broken pipe with exposed soil or a line which has complete crown corrosion. In these cases, action should be taken as soon as there is a time, a contractor, materials and other necessary resources available. When such unstable

damage is identified, if possible, consideration should be given to trenchless repairs which may be able to be completed quicker than standard excavation. Immediately after identification the Public Works Director should be contacted to review and take care of budget considerations.

Immediate Damage

When a contractor or others damage a collection line such that the line is no longer capable of functioning as a sewer, this immediate damage must be handled expeditiously. Such damage allows untreated wastewater to pool in the excavation site, spill into the environment or possibly backup into a basement. Under such conditions priority should be given to an immediate repair. Since excavation damage may be a result of contractor negligence or it could be a failure of West Point City to adequately protect the line by appropriately following the Damages to Underground Utilities Statute 54-8A, priority should be given to effecting a repair and not to determining the eventual responsible party.

As can be determined from the above action plans, priority should always be preventing SSO's and attendant environmental damage, to prevent basement backups and financial impacts, and to prevent public health issues.

West Point City Sanitary Sewer System Defect Report

Date: _____

Time: _____

Location of Defect: _____

Identified by: _____

Description of Defect: _____

Urgency of Needed Corrective Action:

Immediate Action Required:

Repair or Correct Soon:

Problem Stable:

No Immediate Action Needed:

Recommended Remedial Action: _____

West Point City

Sewer Design Standards

The sanitary sewer design standards for West Point City are located in the West Point City Code of Ordinances and Development Standards. These design standards include: materials, inspecting, testing and installation of sewer system appurtenances. These design standards are intended to be used in conjunction with Utah Administrative Code R317-3. Where a conflict exists between these two standards, the Administrative Code shall prevail.

See attached form for West Point City's Design Standards.

15.25.090 Sanitary sewers.**A. Concrete Sewer Pipe.**

1. Description. Sanitary sewers shall include the performance of all operations necessary to lay sewer pipe mains, wye branches, individual sewer mains to manholes, test mains for leaks and all incidental work necessary to complete the work in a satisfactory manner.
2. Sewer Pipe. All pipe for the sanitary sewer mains shall be bell and spigot. The type of pipe the contractor proposes to install shall have the approval of the city engineer before work is commenced. No interchanging of type of pipe will be allowed.
3. Nonreinforced Concrete Sewer Pipe. Nonreinforced concrete sewer pipe shall conform to Concrete Sewer Pipe: ASTM Designation C14-56.
4. Reinforced Concrete Sewer Pipe. Reinforced concrete sewer pipe shall conform to the requirements for Reinforced Concrete Sewer Pipe: ASTM Designation C75556. Cement used in the pipe shall conform to Type 11A (the air entraining agent shall be inter-ground at the mill), low alkali cement, conforming to Federal Specifications, 192a, of ASTM Designation C15C-53.
5. Length of Pipe. Pipe 36 inches in diameter and under shall be at least 36 inches long except specials. Pipe over 36 inches in diameter shall be at least as long as the inside diameter. The maximum length of pipe shall be 24 feet.
6. Testing. Random samples of pipe and all fittings and specials such as short radius bends, wyes and tees shall be tested as specified for the type of pipe being used.
7. Laying. No pipe shall be laid under any circumstances until the pipe has been tested, and the samples selected have satisfactorily passed the requirements. All pipe shall be laid upgrade from structure, unless otherwise expressly permitted by the engineer, with the bell end of the pipe upgrade. All pipe shall be laid true to line and grade, with a uniform bearing under the full length of the barrel of the pipe, and suitable excavation shall be made to receive the bell of the pipe. All adjustments to grade shall be made by scraping away or tamping earth under the pipe. Wedging or blocking under the hub will not be permitted. As each unit of pipe is laid a sufficient amount of selected backfill materials shall be carefully placed and thoroughly tamped about the lower portion of the pipe to hold it firmly in position. If adjustment of the position of a length of pipe is required after it has been laid, it shall be removed and rejoined as for a new pipe. When laying is not in progress the ends of the pipelines shall be kept closed to prevent the entrance of foreign material.
8. Rubber Gasket Joints. Pipe for rubber gasket joints shall be of the bell and spigot type, detail of the type the contractor proposes to use shall be furnished and must have the approval of the city engineer before the work is to be commenced. The joint shall be so designed as to provide for self-centering, and when assembled, to compress the gasket to form a watertight seal. The pipe design and gasket shall be such that movement of the pipe or hydrostatic pressure cannot displace the gasket. In order to assure watertightness the clearance between the inner surface of the bell and the outer surface of the spigot, as well as the dimensional tolerances of this annular space, shall be such that the gasket

residual deformation is neither less than 20 percent nor more than 45 percent when the spigot is seated to the full depth of the bell socket.

9. Rubber Gaskets. The rubber gasket for use on pipe shall be cured in such a manner that any cross section will be dense, homogeneous, and free from porosity and other imperfections. The gasket shall be extruded or molded to the specific size within a tolerance of plus or minus 1/32 of an inch at any cross section of the gasket. The gasket shall be fabricated from a high-grade tread-type compound. The basic polymer shall be natural rubber, or a copolymer of butadiene-styrene synthetic. The compound shall contain no factice and shall have the following characteristics:

Tensile strength, pounds per square inch, minimum	2,300
Elongation at break, percent, minimum	425
Shore Durometer (Type A)	40 to 60
Absorption of water, by weight, 2 days at 70 degrees C, percent, maximum	5
Compression set (constant deflection), percent of original deflection, maximum	20
Tensile strength after oxygen bomb aging (48 hours, 158 degrees F, 300 per square inch), percent of tensile strength before aging, minimum	80
Increase in Shore Durometer hardness after oxygen bomb aging, maximum increase over original Shore Durometer	8
Acetone, extract, percent, maximum	15

The physical properties of the rubber compound shall be determined by tests performed in accordance with appropriate section of Federal Specifications ZZ-R-601a, except for Shore Durometer and compression set. All tests for compression set shall be made in accordance with method B, ASTM Designation D395 for compression set of vulcanized rubber under constant deflection. Tests for Shore Durometer shall be made in accordance with ASTM Designation D676. The contractor shall furnish certified copies of test reports as evidence of the rubber compound used in all rubber gaskets before any gaskets are used to join pipes. All rubber shall be stored in as cool a place as practicable, preferably at 70 degrees Fahrenheit or less, and in no case shall the rubber for joints be stored exposed to the direct rays of the sun. All rubber gaskets shall be stored so as to permit free circulation of air about the rubber.

In all cases during the laying of the pipe extreme care must be taken to see that the rubber gaskets are properly fitted in place and at all times are free from twisting and unusual displacement.

B. Poly (Vinylchloride) Sewer Pipe (PVC).

1. General. This specification covers requirements for PVC pipe and fittings to be furnished for sanitary sewer.

Pipe and fittings produced to the standards below should be installed in accordance with ASTM recommended practice D2321, underground installation of flexible thermoplastic sewer pipe. The plastics nomenclature used in the specifications is in accordance with the definitions given in nomenclature D883, unless otherwise indicated.

2. **Applicable Documents.** PVC sewer pipe furnished under this specification shall meet the following ASTM Standards: D256, Impact strength; D638, Tensile strength and modulus of elasticity; D648, Deflection temperature under load of 264 psi; D1784, Specifications for rigid Poly (VinylChloride) compounds and chlorinated Poly (VinylChloride) compounds; D3034 (SDR 35) Type PSP Poly (VinylChloride) (PVC) sewer pipe and fittings. The requirements of this specification are intended to provide pipe fittings suitable for nonpressure drainage of sewage.

3. **Materials.** Basic materials of the pipe and fittings shall be PVC plastic having a self-classification of 12454-B and shall meet the minimum physical properties and chemical resistance of the PVC compound as defined in ASTM D1784.

4. **Connection Joints.** All sizes and classifications of PVC gravity sewer pipe shall have joints utilizing rubber gaskets for sealing. Gaskets shall meet specifications defined in ASTM D2000-AA820, ASTM 2000-AA625 and ASTM D1869.

5. **Workmanship.** The pipe and fittings shall be homogeneous throughout and free from visible cracks, holes, foreign inclusions or other injurious defects. The pipe shall be as uniform as commercially practical in color, density, and other physical properties.

6. **Requirements.** All materials, dimensions, strengths, qualities, and test requirements shall meet the applicable ASTM requirements. All material used shall be new and shall be protected from any long exposure to the sun.

7. **Inspections.** Inspection of the material shall be made as agreed upon by the purchaser and the seller as part of the purchase contract.

8. **Certification.** When agreed upon in writing by the purchaser and the seller the certification shall be made on the basis of the acceptance of the material. This shall consist of a copy of the manufacturer's test report or a statement by the seller, accompanied by a copy of the test results, that the material has been sampled, tested, and inspected in accordance with the provisions of the specification. Each certification so furnished shall be signed by an authorized agent of the seller or manufacturer. Copies will be furnished to the city.

9. **Marking.** Pipes in compliance with this standard shall be clearly marked at intervals of five feet or less. The marking on SDR-35 shall be:

- a. Manufacture's quality;
- b. Nominal pipe size;
- c. PVC 12454-B;
- d. SDR-(Number);
- e. PSP sewer pipe;
- f. Appropriate ASTM number;

g. Extrusion code.

C. Sewer Appurtenances.

1. **Testing of Gravity Sewer Lines.** Gravity sewer lines shall show not more than 200 gallons infiltration per day, per mile of pipe, per inch nominal diameter. In areas where the ground water level is above the top of the pipe for the entire length of the sewer being tested, the infiltration shall be measured into the pipe to determine if it meets infiltration requirements. In areas where the ground water level is below the top of the pipe the contractor shall perform an exfiltration or leakage test to provide the city an indication of the condition of the completed system. After capping and blocking all wyes or tees, the pipe between successive manholes shall be filled with water, including the upstream manholes, to not less than four feet nor more than eight feet above the lowest point of the sewer section being tested. The amount of water added during the test period from the section under test to maintain the water level shall be measured, and it shall not exceed a rate of 200 gallons exfiltration per day, per mile of pipe, per inch nominal diameter. Any one individual section may exceed the rate by one and one-half times if the total length does not exceed the above rate. The program of testing must be mutually determined by the engineer and the contractor. The contractor shall furnish all labor, tools and equipment necessary to make the tests and to perform any work incidental thereto. The contractor shall take all necessary precautions to prevent any joints from separating, or other damage to the system while the pipelines or their appurtenances are being tested. He shall, at his own expense, correct any excess leakage and repair any damage to the pipe and its appurtenances or to any structures indicated by or resulting from these tests. If any section tested fails the test, it shall be repaired or replaced and re-tested at the contractor's expense, until the measured leakage is within the allowable limits.

2. **Air Testing of Sewer Lines.** The air test shall be made by attaching an air compressor testing apparatus to any suitable opening, and after closing all other inlets and outlets to the system, forcing air into the system until there is a uniform gauge pressure of five pounds per square inch (34.5 kPa) or sufficient to balance a column of mercury 10 inches (254 mm) in height. The pressure shall be held without introducing additional air for a period of at least 15 minutes.

3. **Wye Branches.** Wye branches or junctions for house connections shall be four inches in diameter, and shall be installed in the sewer at such locations as the engineer may direct. Wye branches shall be elevated so that the flow line of the wye is level with the centerline of the pipe. Each wye, not used in connecting present laterals, shall be sealed by means of a suitable plug of the same material as the pipe and sealed with joint compound one-fourth inch deep over the plug.

4. **Manholes.**

a. **General.** This item shall consist of the construction or installation of concrete manholes of the various types and diameters shown on the plans and at the designated locations. The item shall include: ring and cover, steps, and all other incidentals necessary to fully complete the manholes.

b. **Precast Manholes.** Precast manholes shall consist of sections of rings of tongue and grooved reinforced concrete pipe on a cast-in-place foundation. Both circular and conical sections shall meet the requirements of "Reinforced Concrete Sewer Pipe (ASTM Specifications C75)."

Approved eccentric manholes with rungs will be accepted. Concentric manholes will not be accepted.

The precast base section shall be recessed on the bottom edge to receive the pipe entering the manhole. The base section shall extend at least two inches into the concrete of the floor. When practical the base section shall be set in position before the floor is poured; in any case the base section shall be imbedded in the floor before the concrete has taken its initial set.

Joints between sections shall be set in (i) cement grout, or (ii) asphaltic sewer joint compound. Joints shall be watertight.

c. Manhole Covers. The contractor will furnish and install the cast iron frame and cover shown on the plans as a part of the manhole.

d. Castings, Quality of Metal. All castings shall be made of good quality cast iron, strong, tough, straight grained and free from flaws, cracks, blow holes or other defects and of exact form and dimensions shown on the plans. They shall be evenly and firmly set and imbedded as to afford the chance of any movement. The seats and bearings of all frames and covers shall be machine faced and shall fit evenly and firmly and so made as to be interchangeable. Iron shall conform to "Standard Specifications for Gray Iron Castings" ASTM Specification A48-48 or Class 30.

e. Grade. Necessary adjustment to bring the cover to finished street grade shall be required.

f. Manhole Ladders. Manhole ladder steps as shown on manhole plans shall be formed from three-fourths-inch mild steel bar coated with polyethylene or cast iron rungs.

g. Stubs in Manholes. Stubs in manholes shall be flexible rubber boots with stainless steel straps.

h. Revisions to Existing Manholes. All work required to revise or modify existing manholes, in connection with this project, as shown on the plans, or as directed by the engineer, necessary to complete the project shall be done by the contractor and no extra compensation shall be allowed for this work. This work shall include such incidentals as raising manhole floors, providing drop-type inverts, new invert openings, etc.

5. Service Lines. Any sewer laterals that may be extended beyond the branch in the main by the contractor during the construction shall be subject to all the requirements of these specifications for the construction of the main line sewer. Cementing of joints will be allowed.

The contractor shall be fully responsible for any leaks in the sewer laterals, to the same extent as if such leaks were in the sewer main.

Sewer service lines shall be connected into the main line with a tee or other fitting manufactured for this purpose. The lateral shall be placed on a two percent slope and shall have cleanouts every 50 feet at all changes in direction greater than 45 degrees and at drop connections. In the event the main sewer is deeper than required to connect the service line at two percent slope, the service line shall be taken off on a 45-degree and then flattened to the minimum slope to the house or user. Service lines for residential

connections shall be four inches. The service line will be installed in the upper half of the main line.

6. Workmanship. The contractor or others responsible for the work shall provide adequate means, acceptable to the city engineer, to prevent the entrance of foreign materials into the sewer lines via the manholes.

Unless otherwise approved the following means of protection shall be used:

a. Before work is started on street grading and paving jobs where there is a possibility of manhole rings and covers being displaced by equipment, the floor of the manhole shall be completely covered with wood planks, adequately secured to prevent displacement. Individual planks shall have a width greater than the diameter of the sewer pipe. Planking shall remain in place during the life of the job. Upon completion of the work any foreign material that may have entered the manhole shall be removed before the planking is removed.

b. On resurfacing jobs where it is required that manhole covers be adjusted to new grade, a canvas apron, properly supported or anchored, may be used in lieu of wood planking. In every case such apron or planking shall be in place before the work is started and shall not be removed until the work of adjusting the manhole has been completed.

c. Permanent fiberglass catches under sewer lids shall be installed to prevent gravel and dirt from getting into the system.

7. Final Sewer Cleaning. Prior to final acceptance, all parts of the system shall be completely finished and cleaned by the developer. All accumulated construction debris, rocks, gravel, and other foreign material shall be removed from the sewer system at or near the closest downstream manhole. If necessary the contractor shall use mechanical rodding or bucketing equipment. [Code 2000 § 18-7-9].

West Point City

Sanitary Sewer Overflow Action Plan

Whenever sanitary sewage leave the confines of the piping system, immediate action is necessary to prevent environmental, public health or financial damage from occurring. In addition, quick action is normally needed to mitigate damage which may have already occurred. For the purpose of this section, the following are part of the emergency action plan.

1. Basement backups
2. Sanitary sewer overflows
3. Sanitary sewer breaks which remain in the trench
4. Sewer lateral backups

All of the above conditions are likely to cause some damage. Each should be treated as an emergency, and corrective actions taken in accordance with West Point City directions. Items 1 & 2 above should be reported immediately based on whether they constitute a Class 1 or Class 2 SSO.

As stated in the definition section of the SSMP Introduction, a Class 1 SSO is an overflow which affects more than five private structures; affects a public, commercial or industrial structure; results in a significant public health risk; has a spill volume more than 5,000 gallons; or has reached Waters of the State. All other overflows are Class 2 SSO's.

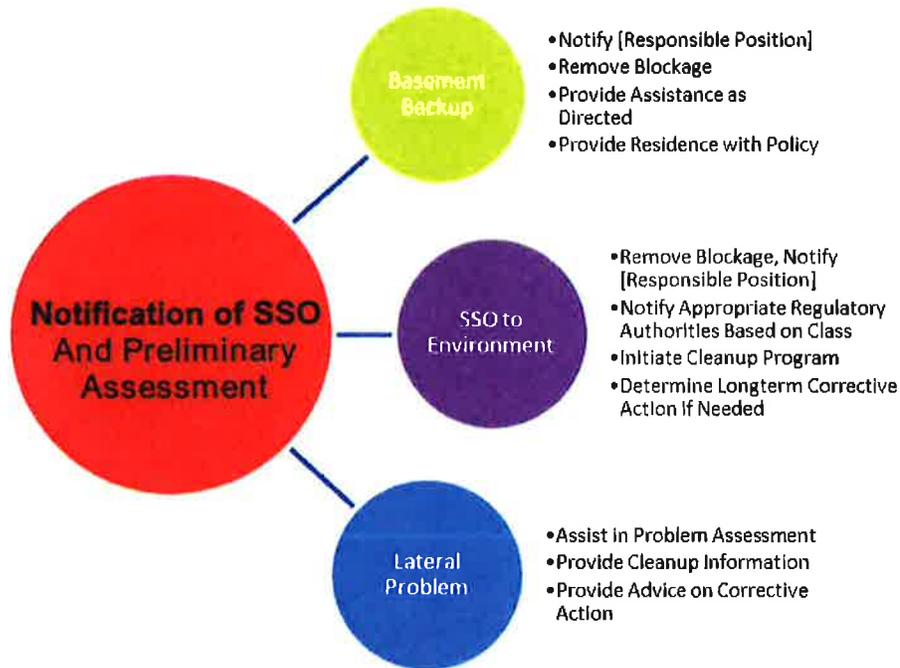
All Class 1 SSO's should be reported immediately. Class 2 SSO's should be documented and reported in the annual SSMP report and included in the Municipal Wastewater Planning Program submitted to the State. Item 3 may be reported to the local health department if, in the opinion of the responsible staff member there is potential for a public health issue. An example of where a public health issue may be present is when an excavator breaks both a sewer and a water line in the same trench. In such cases, the local health department representatives should be contacted and the situation explained. If the health representative requests further action on the part of the West Point City, staff should try and comply. If, in the opinion of the responsible staff member, the health department request is unreasonable, The Manager should be

immediately notified. Care should always be taken to error on the side of protecting public health over financial considerations.

When a basement backup occurs, the staff member responding should follow the Basement Backup Program procedures. Lateral backups, while the responsibility of the property owner, should also be treated as serious problems. Care should be taken to provide advice to the property owner in such cases, but the property owner is ultimately the decision maker about what actions should be taken.

Response Activities

There are specific steps that should be followed once a notification is received that an overflow may be occurring. The following figure outlines actions that could be taken when the West Point City receives notice that a possible overflow has or is occurring.



General Notification Procedure

When a Class 1 SSO occurs specific notification requirements are needed. In such cases the following Notification procedure should be followed and documented. Failure to comply with notification requirements is a violation of R317-801.

Agency Notification Requirements

Both the State of Utah Division of Water Quality and the local health department should be immediately notified when an overflow is occurring. Others that may require notification include local water suppliers, affected property owners and notification may be required to Utah Division of Emergency Response and Remediation if hazardous materials are involved. The initial notification must be given within 24 hours. However, attempts should be made to notify them as soon as possible so they can observe the problem and the extent of the issue while the problem is happening. A notification form is provided to document notification activities. After an SSO has taken place and the cleanup has been done, a written report of the event should be submitted to the State DEQ within five days (unless waived). This report should be specific and should be inclusive of all work completed. If possible the report should also include a description of follow-up actions such as modeling or problem corrections that has or will take place.

Public Notification

When an SSO occurs and the extent of the overflow is significant and the damage cannot be contained, the public may be notified through proper communication channels. Normally the local health department will coordinate such notification. Should West Point City need to provide notification it could include press releases to the local news agencies, publication in an area paper, and leaflets delivered to home owners or citizens in the area of the SSO. Notification should be sufficient to insure that the public health is protected. When and if Federal laws are passed concerning notification requirements, these legal requirements are incorporated by reference in this document. In general, notification requirements should increase as the extent of the overflow increases.

Overflow Cleanup

When an overflow happens, care should be taken to clean up the environment to the extent feasible based on technology, good science and financial capabilities. Cleanup could include removal of contaminated water and soil saturated with wastewater and toilet paper, disinfection of standing water with environmentally adequate chemicals or partitioning of the affected area from the public until natural soil microbes reduce the hazard. Cleanup is usually specific to the affected area and may differ from season to season. As such, this guide does not include specific details about cleanup. The

responsible staff member in conjunction with the State DEQ, the local health department and the owner of real property should direct activities in such a manner that they are all satisfied with the overall outcomes. If, during the cleaning process, the responsible staff member believes the State or the County is requesting excessive actions, the Manager should be contacted.

Corrective Action

All SSO's should be followed up with an analysis as to cause and possible corrective actions. An SSO which is the result of grease or root plug may be placed on the preventative maintenance list for more frequent cleaning. Serious or repetitive plugging problems may require the reconstruction of the sewer lines. An overflow that results from inadequate capacity should be followed by additional system modeling and either flow reduction or capacity increase. If a significant or unusual weather condition caused flooding which was introduced to the sanitary sewer system incorrectly, the corrective action may include working with other agencies to try and rectify the cross connection from the storm sewer to the sanitary sewer or from home drainage systems and sump pumps. Finally, should a problem be such that it is not anticipated to reoccur, no further action may be needed.

**West Point City
Log of Contact with Other Agencies/People**

Location of SSO: _____ Date of SSO: _____

Agency	Phone Number	Contact Made Yes/No	Time	Remarks
Utah DWQ	801-536-4300 or 801-231-1769			
Local Health Department	801-807-8872			
Utah DERR	801-536-4123			
Local Police Department	801-451-4151			
Local Fire Agency	801-525-2850			
Applicable Water Agency				
US EPA Region VIII	Consult with DWQ			

Other Contacts:

Contact Made With	Phone Number	Contact Made Yes/No	Time	Remarks
North Davis Sewer	801-825-0712			
Pro Pipe	801-330-7657			

West Point City

Grease, Oil and Sand Management Program

Purpose:

The purpose of this program is to provide for the control and management of grease, oil and sand discharges to the District collection system. This program will provide a means to reduce interference with the collection system operation and pass through at the treatment plant.

Regulatory Authority:

Regulatory authority to implement this program is found in the Code of Federal Regulations in 40 CFR 403, General Pretreatment Regulations. State authority for the program is given in the Utah Administrative Code R317-8-8, Pretreatment. Local Authority is found in West Point City Code of Ordinances Title 13.15

Requirement:

Industrial users which are determined to enrich or have the potential to enrich the wastewater with grease, oil, or sand will be required to install a device and develop a management plan.

Industrial users shall insure that devices are inspected, serviced and emptied of accumulated waste content as required in order to maintain minimum design capability or effective volume. All waste to be disposed at a facility approved to receive such waste and records kept on site.

List of Acceptable Entities that Recycle Oil and Grease

The following list of grease and oil recyclers should be given to all IU's who

operate a grease trap. This list may not be all inclusive. Other recyclers may be used if it can be shown that they discharge of the waste appropriately.

Recycler	Phone Number	Address
Renegade Oil	801-973-7912	1141 S. 3200 W, SLC, Utah 84104
Safety Kleen	801-975-0742	1066 Pioneer Rd, SLC, Utah 84104

West Point City

System Evaluation and Capacity Assurance Plan

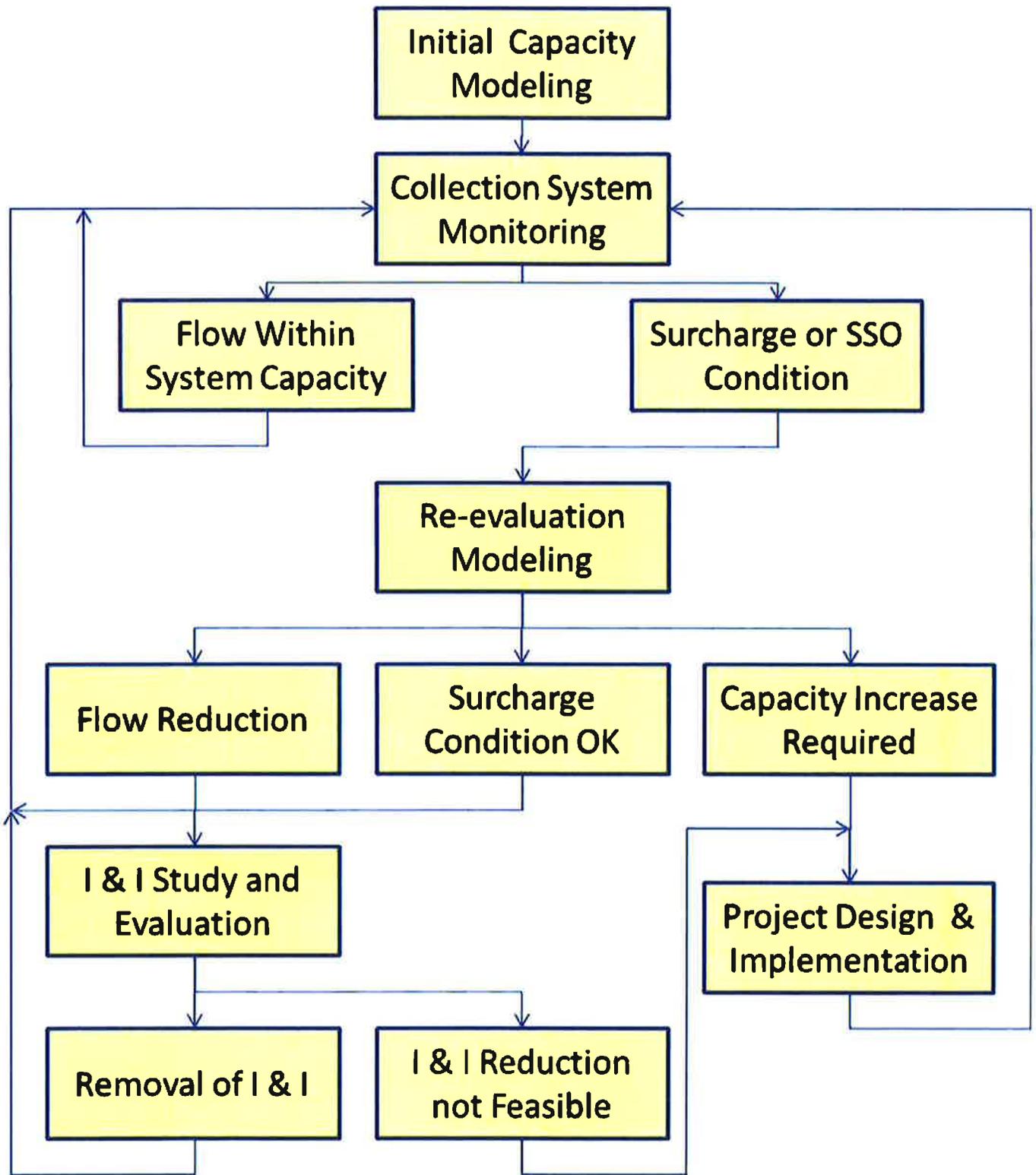
West Point City believes that one of the keys to preventing sanitary sewer overflows is to evaluate system capacity and to continually have routine maintenance being done periodically. Should a collection sub-system exceed the capacity of the pipes, the system will be immediately re-evaluated and corrective action taken. The following elements are all part of West Point City SECAP program.

1. Initial Capacity Modeling and Master Planning
2. Surcharge Flow Analysis
3. Re-evaluation Modeling and Analysis
4. Flow Reduction Evaluation and Implementation
5. Capacity Increase Evaluation and Implementation

The actual implementation process associated with each of the elements above is shown in figure on the next page. This flow chart process forms the backbone of the SECAP.

Initial Capacity Evaluation

West Point City has performed an analysis and modeling of each critical subsystem contained within its collection system. Subsystems are segregated based on the branching of the collection system. Trunk lines and collector lines are evaluated until the system reaches a point where less than 400 residential dwelling unit equivalents (RE) are upstream of that point in the system. The 400 RE point was chosen based on the minimum slope requirements of the State of Utah. An 8-inch pipe constructed on minimum slope will carry the flow from 400 RE based on 3.2 persons per dwelling unit, 75 gpcd and a peaking factor of 4. The RE equivalent is based typical Utah information and assumes the peaking factor will account for a reasonable amount of inflow and infiltration. If an area is known to have, or flow metering identifies, a significant amount of inflow and infiltration, additional evaluation will be needed. In these areas the capacity of an 8-inch pipe system may be significantly reduced below 400 RE.



SECAP Flow Chart

In addition to developing an equivalent flow for a residential unit, consideration should also be given to time of concentration in the collection system. Based on typical diurnal flow patterns, if the transit time in the branch system is less than 2 hours, time of concentration can be ignored.

Surcharge Flow Analysis

If any collection subsystem is identified as having any of the following problems the system will be evaluated to determine future action. These problems are:

1. Sanitary Sewer Overflow to the Environment
2. Sanitary Sewer Break Remaining in the Trench
3. Basement Backup
4. Observed Subsystem Surcharging.

The flow evaluation may result in multiple conclusions, some of which may require further action. Possible conclusions and their further action are listed below. This list is not inclusive nor does it require the specific action detailed. These are given as possible examples and will be used by the Public Works Director to determine correct future action.

Flow Reduction Evaluation

Should excessive flows be identified during the surcharge analysis, the solution may be to proceed with an inflow and infiltration study with the ultimate goal of reducing flows. These flow reductions may be achieved by reconstruction of specific areas, internal spot repairs, removing illegal storm water or sump pump connections from homes or storm water systems, and system grouting. Tools used in flow reduction may include extensive in line camera inspection, smoke testing, dye testing, and increased inspection or flow monitoring.

Foreign Objects or Obstructions

There are multiple foreign objects which may be found in sewers. These may include objects knocked into sewers during construction, illegally placed in sewer manholes, roots, grease and soaps, bellies in piping systems, etc. Each of these problems should be found during the backup investigation and a plan developed to insure the problem does not reoccur. Types of action may include increased

cleaning frequency, spot repairs, greater pretreatment activity, lining of pipes, and other corrective actions which resolve the problem.

Allowable Surcharging

Some piping systems may be able to accept surcharges without creating problems. Such systems may be deep and surcharging occurs below the level of basements or manhole rims, or they may be in areas where there are no connections. In such cases the resolution of the observed surcharge may just be additional monitoring.

Revised System Modeling

Where piping system problems cannot be resolved in a less expensive way, the system may be further modeled to determine upgrade needs. Modeling should include known flow information and future projections. Since the system has been shown to have problems, further modeling should be more conservative in flow projections. Revised modeling should follow the guides given next.

Re-evaluation Modeling and Analysis

When a subsystem needs demonstrate unresolvable problems by less costly means, the subsystem should be re-modeled and required action determined. Revised modeling may show that flow reduction may still be viable or it may show that the system can allow current surcharge conditions. Most likely, however, the modeling will normally form the basis for construction to enlarge the subsystem capacity. Modeling should be done by an engineering firm using available software or spreadsheets.

It is important to insure the modeling is comprehensive and includes all the potential flow sources. While the current area zoning and land use planning should be used in the model development, care should be taken to discuss possible changes with appropriate officials. Where possible zoning changes appear likely, the model should be re-run with the revised zoning alternatives. Once a resolution has been selected, the resulting project should be placed on the capital improvement plan (CIP).

Capacity Increase Evaluation and Implementation

The capacity evaluation should be expedited based on the impact of the problem on the environment and the possible repeat of the overflow/backup/surcharging. Details on

prioritization are given in the next section.

Systems requiring additional capacity should be engineered for expansion by qualified staff or engineering consultants. Project design should be based on acceptable engineering standards and should comply with State of Utah regulations found in R317-3. Easements should be obtained, where needed and the design should include an analysis of other utilities in the vicinity. Design review should be done by the applicable regulatory agency, as appropriate. A design report should be prepared for each project. Where appropriate, the subsystem modeling may be substituted for the design report.

Finalized projects should be placed on the CIP.

System Improvement Prioritization

The priority for improvement should follow the following general guidelines:

High Priority Projects

When there is significant potential for sanitary sewer overflows, or frequent basement backups, the improvement should be considered a high priority and any available budget should be allocated to the project.

Medium Priority Projects

Where the problem is infrequent and the possibility exists that it may not repeat in the near future, the priority for correction is medium. Medium priority projects may be delayed until appropriate budget is available or the priority is adjusted to high priority. Should an SSO or basement backup repeat in the same area, the priority should be immediately revised.

Low Priority Projects

If the observed problem is infrequent, there is possibility that it may not repeat in the near future and the possibility that increased flow in the subsystem is low, the correct priority is low. Low priority projects will be placed in the budget process and evaluated against other needs. These projects will eventually be completed, but the work is not prioritized above plant and equipment needs.

Capital Improvement Plan

The CIP is part of the West Point City's budgeting process to insure sufficient revenue

to address identified weaknesses in the sanitary sewer system. Items which have been identified as needing a structural fix are placed on the CIP list and the cost for each estimated. Sources of funding should be identified for all high priority projects so that SSO's or other failures do not re-occur. Forecasts of available funding for medium and low priority projects should be made to facilitate future revenue needs.

West Point City

SSMP Monitoring and Measurement Plan

The purpose of this plan is to provide appropriate monitoring and measurement of the effectiveness of the SSMP in its entirety.

Records Maintenance

West Point City intends to maintain appropriate records on operations and maintenance of the sanitary sewer system to validate compliance with this SSMP. However, failure to meet standards set by State DWQ or other regulatory agency during an inspection does not constitute a violation of the SSMP. Rather, deficiencies identified during inspections should be viewed as an opportunity for improvement.

Operations Records

Operations records that should be maintained include the following:

- Daily cleaning records
- CCTV inspections records
- Manhole inspection records
- Annual maintenance list
- Spot repairs
- Major repairs
- System capacity information
- SSO or basement backup records including notification documents to appropriate agencies (call logs, etc.)
- Capital Improvement Plan

Records will be maintained by the Public Works Director in a central location or GIS. Records may be maintained either on an electronic record or as a paper record. The extent of the record should be sufficient to demonstrate the activity recorded was completed appropriately.

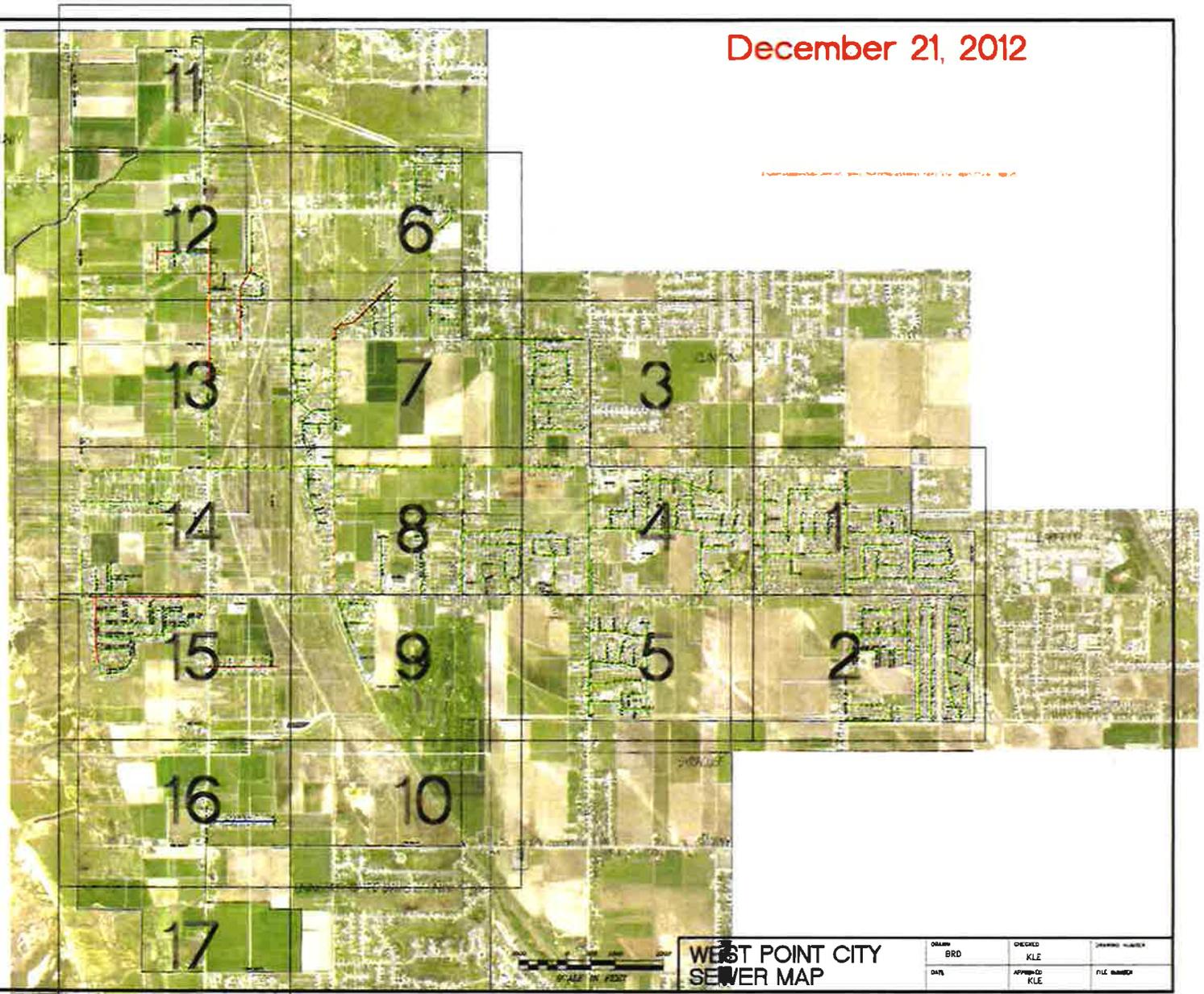
West Point City

Sanitary Sewer System Mapping

West Point City uses a computer based GIS system to map the sewer system. The sewer map is continually kept up to date by the city engineer. Changes are made to the map and new sections are added as needed. Records are kept on each feature, such as pipe size, flow direction, invert and location. Lateral locations are recorded during CCTV inspections. Repairs are recorded and maintenance history is kept.

December 21, 2012

JANUORIO DAVIS COLONY



WEST POINT CITY
SEWER MAP

DRAWN BRD	CHECKED KLE	DRAWING NUMBER
DATE	APPROVED KLE	FILE NUMBER

West Point City

Basement Backup Program

Basement backups are a serious impact on a home or business owner. As such, all reasonable efforts should be taken to prevent such backups from occurring. Sewer system backups are the result of several system problems. Such problems include any one or a combination of the following:

1. Laterals serving real properties are owned by the property owner and lateral maintenance is their responsibility. Roots, low points, structural failure, and grease are primary problems lateral owners face.
2. Backups caused by main line plugs are usually caused by roots, grease, low points, foreign objects and contractor negligence.
3. Piping system structural damage may cause basement backups. Such structural problems include age or deterioration damage, installation damage, excavation damage and trenchless technology damage.
4. Excess flow problems may surcharge a piping system and cause backups into homes. Excess flows usually occur when major storm waters inflow into sanitary sewers. Sanitary sewers are not designed for such flow. In addition, some homeowners may illegally connect foundation drains and sump pumps to the sanitary sewer system.

Basement Backup Response

When West Point City is notified about a basement backup, staff will log the complaint in a work order system. The person receiving the call may log the backup complaint or may ask administrative staff to document the complaint.

All backup complaints shall be investigated by staff. If the investigation determines that

the case of the backup is only in the lateral, staff may offer technical information but should not take responsibility for cleanup or subsequent restoration.

When it is determined that the basement backup is the result of a mainline problem, West Point City will make every attempt to return flow to its normal capacity. West Point City will notify resident that they can call a clean-up company, preferably a Utah Local Government Trust network provider as we're confident they will a solid job. Or call one of the providers and advise them of the backup.

ARS flood and fire cleanup	888-753-9603
Belfor property restoration	877-232-6524
Utah Disaster Cleanup	888-882-4835

Call and report the claim:

Utah Local Government Trust	801-936-6400
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Reminder: Never advise any resident that you are responsible for the damages. Allow for a prompt and professional investigation to take place by the Trust. Together West Point City and the Trust will determine liability and resolve the matter.

Backup Prevention Design Standard

West Point City promotes system designs which minimize backups and insure proper operations. To this end West Point City has a design standard for all system construction. In addition, West Point City complies with state design standards contained in R317-3. Finally for laterals, the following policy applies:

Policy on the Installation of Backflow Valves

Reference Regulatory Documents:

The following regulations are referenced in the establishment of this policy:

- Utah Code Title 15A-2-103(c). This code section adopts the 2009 edition of the International Plumbing Code.
- The 2009 International Plumbing Code, section 715 Sewage Backflow.

West Point City Policy:

- The State of Utah has adopted the International Plumbing Code(IPC) as its plumbing building standard;
- West Point City use the IPC as their statute for plumbing construction and installation;
- And the IPC requires the installation of a sewage backwater valve “where the overflow rim of the lowest plumbing fixtures are below the next upstream manhole in the public sewer.”

Therefore, for new construction, West Point City requires the installation of backwater valves as stipulated by the IPC already propagated for all new construction.



Sewer Backup Claims

In an effort to continue to broaden options for you and your residents, the Trust is broadening our provider program for wastewater claims.

Here's What You Do:

In the event you or someone in your office is notified of a sewer backup in your municipality, follow these simple steps:

1. Notify the resident that they can call one of the five (5) providers below. Remember, we can't mandate a resident select one of our providers, but reassure them that we're confident that any of these providers will do a solid job.
2. You can call one of the five (5) providers and advise them of the backup.
3. Call and report the claim:

Claim Reporting:

1-800-243-2490

Reminder: **Never advise any resident you are responsible for the damages.** The adjuster will conduct a prompt investigation and they, in concert with you and the Trust, will determine liability and resolve the matter on your behalf.

If triggered, the No Fault Sewer Backup portion of your policy will provide limited assistance for your citizens even when your entity is not legally liable.

The Providers

All Pro Disaster Cleaning	1-866-Kleanup 1-866-553-2687
ARS Flood and Fire Cleanup	Logan: 435-753-9600 Ogden: 801-782-1800 Provo: 801-717-7777 Salt Lake: 801-485-0300
Belfor	1-800-856-3333
Utah Disaster Kleanup	801-553-1010
Quality Disaster Cleanup	801-436-5225

West Point City's Annual cleanings

(Hot spots)

-Loy Blake Park (in northwest corner there's a manhole, line runs along north side along fence line).

- Tree roots and bellies in pipe, clean annually.

-3200 W. from 1250 N. to 1300 N.

- Bellies in pipe, clean annually.

-3000 W. from 300 N. to 800 N. (line is on west side of road)

- Bellies in pipe, as well as low flow, clean annually.

-3000 W. from 300 N. to approximately 370 N. (line is on east side of road)

- Low flow, clean annually

-2000 W. from 300 N. to 550 N.

- Line has bellies in it, clean annually

-1875 W. from 75 S. to 200 S.

- Line has low flow and bellies, clean annually

West Point City

300 N. 4950 W. Lift station Inspection Form

Date: _____

Name: _____

Generator Inspection

Gauge readings- Good: _____

Concerns:

Breaker check: _____

Generator hours: _____

Check fluids: _____

Clean air filter: _____

Propane level: _____

Lift Station inspection

Pump 1 hours: _____

Pump 2 hours: _____

Grease buildup on floats: _____

Grease buildup on walls: _____

Pumps operating conditions: _____

Control box condition: _____

Landscape condition: _____

Overall condition: _____

Other problems or conditions:

West Point City Safety Plan

WORK AND SAFETY RULES AND REGULATIONS

The following rules and regulations are approved and adopted by the West Point City Council in the interest of encouraging and enforcing a safe work environment for employees of the city, and for promoting the safety of the public and the protection of city property.

The following general principles provide notice of the enforcement and interpretation of the rules and the potential actions which may be taken:

-Safety rules are enforced as conditions of employment and sanctions may be imposed for each violation or for any combination of violations by any employee.

-These rules are intended as standards of conduct which will be used to measure employee performance. Employee performance and compliance with these safety rules will be measured as a routine matter for consideration of salary adjustments to increase or decrease pay, to consider promotions or reassignment and to consider whether or not to continue employment.

-Violations which may result in death or serious injury or extensive property damage may result in suspension or termination. Damage to the property of West Point City, residents, or other employees occurring as a result of a violation of the safety rules may also result in termination of employment.

-Other offences may result in verbal warnings, written warnings, probation or suspension without pay.

-These safety rules do not present every conceivable type of situation which might occur, but those that most frequently occur. West Point City reserves the right to record and consider unsafe conduct not specifically described in these guidelines, but as warranted by the circumstances of the case.

-Sanctions imposed as a result of violations of the rules may be modified by West Point City when extenuating circumstances are found. Likewise, flagrant actions of the rules may result in greater severity.

-All accidents of every kind, regardless of severity, personal or vehicular, are to be reported to the supervisor either verbally, or in written form, depending on severity.

SAFE DRIVING

- 1- ALWAYS WEAR YOUR SEATBELT!
- 2- Always keep in mind the weight of your vehicle and drive at a speed which will ensure that you can stop in time to avoid the possibility of an accident.

- 3- When backing up, if possible, have someone guide you back. If you're alone, make sure no objects of any kind are behind you by walking around the vehicle.
- 4- All employees must have a valid Utah driver's license, and proper classification ratings for the type of vehicle being operated.
- 5- Employees shall keep West Point City vehicles clean, presentable, and serviceable.

RULES FOR JOB SITE PROTECTION

- 1- Always use signs to give drivers proper warning.
- 2- Always put your vehicle between you and oncoming traffic.
- 3- Emergency beacon must be turned on at all times when on a job site in high traffic areas.
- 4- Always use cones and barricades to keep traffic and people away from job site.
- 5- When working in any roadway, a safety vest must be worn.
- 6- Steel toe boots must be worn at all times, regardless of the job being done in the field or in the shop.
- 7- When there is any possibility of coming in contact with sewage, employees must wear rubber gloves and other protective clothing, as appropriate.
- 8- When operating or working near loud equipment, employees are required to wear hearing protection.
- 9- Eye protection is to be worn whenever employees are around possible flying particles, or whenever the risk of eye injury is present. Always warn bystanders of hazards before starting work and require that they remain away from the work site at a safe distance.
- 10- Wear extra protective PPE gear as necessary.

MANHOLE COVER REMOVAL AND REPLACEMENT

- 1- Always wear gloves and steel-toe boots.
- 2- Always use a hook. (no shovels)
- 3- Lightly tap lid with sledge hammer if lid is stuck.
- 4- Try to avoid flipping the lid.
- 5- Clean the ring and seat the lid properly.

CONFINED SPACE HAZARDOUS ATMOSPHERES

- 1- Oxygen deficiency- Oxygen deficiency is located in poorly ventilated areas such as manholes, lift station pits, and PRV pits. Air monitor tests need to be made at all depths to be sure that atmosphere is safe.
- 2- Combustible gas- Combustible gas means that it is explosive, if natural gas, gasoline, or any other combustible gas is detected exit the confined space and begin ventilation process and notify supervisor, do not enter confined space until atmosphere has been cleared and monitor levels are in a range you can operate in.
- 3- Toxic gas- Gases such as Hydrogen Sulfide are toxic, if toxic gas is present follow same instructions as were told to do for combustible gas.

Examples of Confined Spaces

- 1- Manholes.
- 2- Poorly ventilated areas.
- 3- Pressure reducing stations pit.

- 4- Lift station pit.

Possible Indicators of Poor Air Quality

- 1- Difficulty breathing
- 2- Ears ringing
- 3- Nausea
- 4- Dizziness or lightheadedness
- 5- Coughing
- 6- Rotten egg odor

If any of the above indicators occur, evacuate confined space or trench immediately. Do not re-enter until good air quality has been achieved. Continue to ventilate and monitor.

Manhole Entry

- 1- Employees must not enter or occupy a manhole unless 2 other individuals are present.
- 2- Employees must not enter a manhole without a tripod, harness, ladder, and air quality monitor.

OPEN TRENCH SAFETY

- 1- A hardhat must be worn at all times when in or around a trench.
- 2- No employee will be allowed to enter a trench that does not meet O.S.H.A. standards.
- 3- Always have someone watching the trench walls while employees are working in the trench.
- 4- Always keep the spoil pile at least 2 feet away from the trench.

- 5- Avoid undermining trench walls.
- 6- Always check for cracks in trench walls before entering.
- 7- Always use a ladder when entering or exiting a trench. The ladder must stay in the trench at all times for emergency evacuation. Employees in the trench must be within 25 feet of a ladder at all times.
- 8- When applicable, use a trench box.
- 9- If equipment that causes vibrations is running near the trench, do not enter without stabilizing the walls.
- 10- If you feel uncomfortable about going into a trench, do not enter. Talk to your supervisor about the concern.

SAFE LIFTING AND HANDLING

- 1- Always wear gloves. Lift with your hands, not your fingers.
- 2- Inspect the load, and get help if necessary.
- 3- Always lift with your legs, **NOT YOUR BACK!**

WEST POINT CITY HAZARD COMMUNICATION PROGRAM

To all Employees,

West Point City must provide information to employees about potential hazards of chemicals to which they may be exposed on the job.

This requirement covers employees whose work involves exposure to hazardous chemicals. The Occupational Safety and Health Administration (OSHA) defines a covered employee as any “worker who is exposed to hazardous chemicals under normal operating conditions or in foreseeable emergencies.” OSHA explains that “workers such as office workers or bank tellers who encounter hazardous chemicals only in non-routine, isolated instances are not covered.”

OSHA requires that that employers establish a written hazard communication program at each facility so that employees can access information about hazardous chemicals in the workplace as needed.

Following is a list of chemicals that are used or stored at West Point City. The names of these chemicals are the same as the names shown on Material Safety Data Sheets for each chemical and on labels on containers of each chemical.

Labels are placed on containers by manufactures and distributors to serve as immediate visual warnings of the chemical hazards in the workplace. While it is not the responsibility of the Public Works Department to label containers, periodically the Public Works Director will inspect containers to ensure that labels are intact and legible.

West Point City will also ensure that Material Safety Data Sheets are available to employees at the workplace for each hazardous chemical used. The Material Safety Data Sheets are provided by manufactures and distributors of chemicals when they are purchased. These safety data sheets are maintained in the workplace, by the Public Works Director, and are readily accessible to any employee, upon request. . The Material Safety Data Sheet contains the following information.

- Identity of the material;
- Physical and chemical characteristics;
- Physical hazards including potential for fire, explosion and reactivity;
- Health hazards including signs and symptoms of exposure, and any medical conditions which are generally recognized as being aggravated by exposure to the chemical;
- Primary routes of entry into the body, skin absorption, smell, etc.;
- Exposure limits;
- Whether the chemical is listed in the National Toxicology Program Annual Report on Carcinogens or has been found to be a potential carcinogen in the International Agency for research on Cancer Monographs, or by OSHA;
- Any generally applicable precautions for safe handling and use including appropriate hygienic practices, protective measures during repair and maintenance of contaminated equipment, and procedures for cleaning up spills and leaks;
- Emergency and first aid procedures;
- Date and preparation of the material safety data sheet;
- Name, address and telephone number of the party preparing or distributing the MSDS who can provide additional information on the hazardous chemical and appropriate emergency procedures, if necessary.

If no relevant information is found for any given category on a material safety data sheet, the MSDS will be marked to indicate that there is no applicable information in that category. In addition, where complex mixtures have similar hazards and contents, one material safety data sheet may apply.

Employees will receive training that will include instructions on methods of use and detection of the presence or release of a hazardous chemicals (such as visual appearance or odors). Training will also include instructions to employees on physical and health hazards, protective measures, and details of the hazard communication program. Employees will be instructed on how to obtain and use hazard information.

Name: _____

Date: _____

Generator and Propane Inspection Form

Address- _____

Gauge readings-Good _____

Concerns- _____

Breaker check- _____

Generator hours- _____

Check fluids- _____

Clean air filter- _____

Propane level- _____

Lift Station Inspection Form

Address- _____

Pump 1 hours- _____

Pump 2 hours- _____

Grease buildup on floats- _____

Grease buildup on walls- _____

Pumps operating condition- _____

Control box condition- _____

Landscape condition- _____

Overall condition- _____

Other problems or condition- _____

Confined Space Entry Permit

Entry Date: _____ Start Time: _____ Completion Time: _____

Description of Work to be performed: _____

Description of Space

Confined Space Type: _____

Location of Confined Space: _____

Entry Checklist:

- | | | |
|--|------------------------------|-----------------------------|
| Potential Hazards Identified? | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| Communications Established with Operator Center? | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| Emergency Procedures Reviewed? | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| Entrants and Attendants Trained? | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| Area Secured? | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| Ventilation Performed? | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| Emergency Retrieval Equipment Available? | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| Personal Protective Equipment Used? | <input type="checkbox"/> YES | <input type="checkbox"/> NO |

Confined Space Equipment and PPE Used During Entry:

- | | |
|---|---|
| <input type="checkbox"/> Tripod with Mechanical Winch | <input type="checkbox"/> Air Purifying Respirator |
| <input type="checkbox"/> Rescue Tripod with Lifeline | <input type="checkbox"/> Self-Contained Breathing Apparatus |
| <input type="checkbox"/> Harness | <input type="checkbox"/> Steel Toe Boots |
| <input type="checkbox"/> Two-Way Communications | <input type="checkbox"/> Hard Hat |
| <input type="checkbox"/> Exhaust Ventilation | <input type="checkbox"/> Safety Glasses |
| <input type="checkbox"/> Gloves | <input type="checkbox"/> Chemical Resistant Clothing |
| <input type="checkbox"/> Hearing Protection | |

Air Monitoring Results Prior to Entry

Monitor Type: _____

Oxygen _____ % LEL _____ % CO _____ % H2S _____ %

Air Monitored Calibrated? YES NO

Alarm Conditions? YES NO

Continuous Air Monitoring Results

Time _____ Oxygen _____ % LEL _____ % CO _____ % H2S _____ %

Time _____ Oxygen _____ % LEL _____ % CO _____ % H2S _____ %

Time _____ Oxygen _____ % LEL _____ % CO _____ % H2S _____ %

Upon review of this permit, written instructions and safety procedures have been received and understood. This Permit is not valid unless all appropriate items are completed. This form must be kept on jobsite until job is completed.

Entrants Name _____ Signature: _____ Date: _____

Attendants Name _____ Signature: _____ Date: _____

Monitor's Name _____ Signature: _____ Date: _____

City Council Staff Report

Subject: General Plan Mixed Use Area
Author: Evan Nelson/Boyd Davis
Department: Community Development
Date: December 16, 2014

BACKGROUND

The Planning Commission has been discussing a proposed amendment to the City Zoning Ordinance related to the Mixed Use Area located on 300 North, midway between 200 West and 3000 West. The Planning Commission held several in depth discussions on the subject of the Flexible Use/Mixed Use Area. We have attempted to incorporate the guidance of the Planning Commission in the current proposed code, outlined below.

ANALYSIS

The Mixed Use Area was added to the General Plan a couple of years ago when the plan was updated to include the area known as the “church farm”. Although it was added to the General Plan there were no guidelines in the zoning code to regulate the area. In fact, the term “mixed use” did not even exist in the zoning ordinance. It was always the intent to address the code at a later date. Although the mixed use proposal was started some time ago, it is very timely in light of the proposed Smith’s Marketplace development that has been announced.

The proposed Mixed Use Area Code is provided below.

Chapter 17.25.085 Mixed Use Area

The area on the General Plan Map designated as “Mixed Use” has been created to encourage development that is market-driven and to further the following four objectives:

- 1. Preserve adequate space and opportunity for commercial development*
- 2. Provide an opportunity for high density residential development and research and industrial development.*
- 3. Allow flexibility in the arrangement of uses for this area*

Applications for development in the Mixed Use Area will be evaluated on how well the proposed development(s) further these objectives.

Development in the Mixed Use Area shall also be subject to the following criteria:

- A. The development area shall be rezoned according to its proposed use(s) in accordance with City Code 17.05.090.*
- B. Acceptable zones in the Mixed Use Area include: R-4, R-5, R-6, N-C, C-C, R-C, P-O, and R/I-P.*
- C. Vertical stacking of uses may be allowed in the Mixed Use Area, in accordance with City Code. Vertical stacking of uses will only be allowed under the following conditions:*
 - a. R-6 is the only zone that can be stacked on top of other zones.*
 - b. N-C, C-C, R-C, and P-O are the only zones that can have the R-6 Zone stacked on top of them.*
 - c. Stacking of zones must be approved by the Planning Commission and City Council through the standard rezone process.*

You will notice that the proposed language above includes an R-6 zone, which does not currently exist. This is intended to be a high density multi-family residential zone. It was envisioned that the mixed use area would allow high density developments such as apartments, but the current code does not allow such developments. If the mixed use proposal is adopted as written then the R-6 zone will also need to be created.

There were three key points that were discussed at length with the Planning Commission before they arrived at the final proposal. First was a discussion regarding the name of the area. At one time staff proposed changing the name to "Flexible Use" as it seemed to describe the intent better. However, in the end it was determined that it would be better to leave the name to avoid the need to amend the General Plan.

Second, the original proposal included specific limits on each land use type that could be used in the Mixed Use Area. Staff proposed percentages for each type, however, the Planning Commission felt it was not necessary and that the Planning Commission and City Council could determine on a case by case basis if the land use types were appropriate.

Lastly, the Planning Commission felt it was important to include some objectives that were to be met by the developers within the Mixed Use Area. These are included in the opening of the proposed code.

It is true that the proposed code is *very* flexible. However, we feel that the City's interests would be protected by the authority of the City Council to approve or deny zone changes. The style of this code is such that the burden of ensuring proper zoning and development rests more with the Planning Commission and the City Council than would be the case with more restrictive codes. However, this style also bends with the needs of the market and could result in development that harnesses greater private sector ingenuity than what we may have seen in the past. Really, the possibilities are endless.

At the last City Council Meeting, there were a few concerns that were brought up that we would like to discuss further and get some direction from the Council. First, the possibility of imposing limits on each zone that could be allowed in the mixed use area. Second, the inclusion of the proposed R-6 zone. This zone would need to be defined if the mixed use code is accepted as it currently stands.

RECOMMENDATION

No action is required at this meeting. This is intended for discussion only, however, Staff would appreciate any feedback that the Council may have.

SIGNIFICANT IMPACTS

There are no significant impacts at this time.

ATTACHMENTS

None

City Council Staff Report

Subject: 200 South Trail Additional Funding
Author: Boyd Davis
Department: Community Development
Date: December 16, 2014

BACKGROUND

The City received a grant two years ago to construct the 200 South Trail from 2000 West to 4000 West. We had originally planned to construct the trail last summer, but the bids came in well over budget and we were not able to proceed at that time. We have been working with UDOT and the Wasatch Front Regional Council to determine if there was any additional funding available to help cover the costs. UDOT made us aware of some additional funding that we applied for and were fortunate enough to be awarded. In order to receive the funds, the city must enter into a cooperative agreement with UDOT.

ANALYSIS

Construction Budget:	\$221,000
Low Bid:	<u>\$460,000</u>
Difference:	(\$239,000)

The low bid for the construction of the trail was \$460,000. This is very expensive and is due mostly to the additional requirements of the federal grant. However, we believe it was also due to the time of year that it was bid. The project was bid in August, which is in the middle of the busy construction season when contractors are not available to bid and do not give very competitive bids. There were only two bids received. UDOT is willing to re-bid the project this winter to see if we can get a better bid.

UDOT has also granted an additional \$100,000 in grant money to go towards the project. The grant comes from the Transportation Alternative Program Funds. UDOT is preparing a cooperative agreement to formalize the awarding of the grant money to the city. Once the city has accepted the grant money we can move forward with bidding the project.

The city budget also includes some additional funding that can be put towards the trail project. We can contribute an additional \$56,000 if needed to help the project move forward. If the city were to contribute this amount, the total amount of matching funds from the City will be about \$100,000. We believe this is close to the maximum amount of funding that we should contribute. If it were to be more than this amount, it would be more cost effective for the City to do the project on our own without the grant money.

We feel confident that with the additional funds from UDOT and with new bids that we will have enough money to move forward with the project.

RECOMMENDATION

We recommend that the City Council approve resolution 12-16-2014A accepting the funding from UDOT and entering into a cooperative agreement.

SIGNIFICANT IMPACTS

There is the possibility that the City will need to contribute up to \$56,000 in additional funds for the project.

ATTACHMENTS

Resolution 12-16-2014A

RESOLUTION NO. 12-16-2014A

A RESOLUTION APPROVING A COOPERATIVE AGREEMENT BETWEEN WEST POINT CITY AND THE UTAH DEPARTMENT OF TRANSPORTATION FOR FUNDING FOR THE 200 SOUTH TRAIL PROJECT

WHEREAS, West Point has submitted for and been awarded, by the Utah Department of Transportation, funding for the 200 South Trail Project; and

WHEREAS, West Point City has also received a grant from the Wasatch Front Regional Council; and

WHEREAS, West Point City has agreed to participate with matching funds.

NOW, THEREFORE, BE IT RESOLVED, FOUND AND ORDERED, by the City Council of West Point City as follows:

1. The Cooperative Agreement, which is attached hereto and incorporated by this reference, is hereby approved.
2. The Mayor is hereby authorized to sign and execute said agreement.

PASSED AND ADOPTED this 16th day of December, 2014.

WEST POINT CITY,
A Municipal Corporation

By: _____
Erik Craythorne, Mayor

ATTEST:

Misty Rogers, City Recorder

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**West Point City Council Meeting
3200 West 300 North
West Point City, UT 84015
December 2, 2014**

Mayor
Erik Craythorne
Council
Gary Petersen, Mayor Pro Tem
Jerry Chatterton
Andy Dawson
R. Kent Henderson
Jeffrey Turner
City Manager
Kyle Laws

Administrative Session
Cancelled

The Administrative Session was canceled. Members of the West Point City Council and Staff met at West Point City Hall at approximately 4:30 pm to travel to West Jordan to attend the Smith's Marketplace Grand Opening.

General Session
7:00 pm – Council Room

Minutes for the West Point City Council General Session held at 7:00 pm on December 2, 2014 at the West Point City offices, 3200 West 300 North, West Point City, Utah 84015 with Mayor Craythorne presiding.

MAYOR AND COUNCIL MEMBERS PRESENT - Mayor Erik Craythorne, Council Member Kent Henderson, Council Member Jeff Turner, Council Member Gary Petersen, Council Member Andy Dawson, and Council Member Jerry Chatterton

CITY EMPLOYEES PRESENT - Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Evan Nelson, Administrative Services Director; and Misty Rogers, City Recorder

VISITORS PRESENT – Jolene Kap, Kylie Kap, Debbie Haycock, Ross Haycock, Terry Ellis, Lisa Taylor, Bud Heslop, Lloyd Heslop, Jay Barber, Bryan Talbot, Mike Schultz, Jose Sanchez, Victor Hernandez, Christopher Sanchez, Daniel Andaro, and Rob Ortega

1. **Call to Order** - Mayor Craythorne welcomed those in attendance.
2. **Pledge of Allegiance** – Repeated by all
3. **Prayer** – Council Member Petersen

Mayor Craythorne stated that within the next year, a Smith's Marketplace will be constructed on the corner of 2000 West 300 North. He then informed those in attendance that earlier in the day, the Council and members of Staff had the opportunity to attend the Grand Opening and tour the Smith's Marketplace in West Jordan. Mayor Craythorne stated the Smiths development will be a welcome addition to West Point City.

4. Communications and Disclosures from City Council and Mayor

Council Member Chatterton – no comment

Council Member Dawson – no comment

Council Member Petersen – no comment

Council Member Turner – no comment

Council Member Henderson – no comment

Mayor Craythorne – no comment

5. Communications from Staff

Mr. Laws reminded the Council of the following items.

- December 5th – The West Point City Staff Christmas Party (Ogden Eccles Conference Center 7:00 pm)
- December 19th – The West Point City Cemetery Luminary (4:00 pm)

Mr. Laws stated the Lighting Ceremony had been held on Monday, December 1st and event was well attended. He then thanked the Youth Council for their willingness to serve the community.

Mr. Laws stated that the CDRA process and obtaining tax increment from local taxing entities is underway. Interlocal Agreements for the 300 North project area will be presented to the Mosquito Abatement District Davis on December 11th, the North Davis Fire District on December 18th, and the North Davis Sewer District in January 2015.

Mayor Craythorne stated the Lighting Ceremony was a successful event. He then thanked the Youth Council for singing Christmas Carols, serving hot chocolate, providing activities for the children, and assisting Santa Claus.

6. Youth Council Update

Ms. Kylie Kap stated that she currently serves as the Mayor Pro-Tem for the Youth Council Program. She then stated the Youth Council recently had the opportunity to participate in the following activities:

- *Veterans Day* – The Youth Council Members placed a flag on every Veteran’s grave in the West Point City Cemetery. Then they had the opportunity to listen to Sgt. Master Titensor speak about the time he has spent serving in the armed forces.
- *Youth Council Retreat* – The Youth Council Members played unity games and delivered fliers for the Turkey Trot.
- *Lighting Ceremony* – The Youth Council assisted with the Lighting Ceremony.

On behalf of the Youth Council, Ms. Kap thanked the Council for their support.

Mayor Craythorne thanked Ms. Kap and the Youth Council for their willingness to serve the community. He then expressed his appreciation to Mrs. Jolene Kap, Mrs. Trish Estheimer, and Mrs. JoyLyn Dawson for their willingness to serve the youth in the community.

Mayor Craythorne informed those in attendance that a benefit “Turkey Trot” and silent auction had been held on Thanksgiving. He stated Mrs. Brenda Zaugg, the daughter-in-law of Mr. Wilford Zaugg had been involved in a serious accident in August. Mayor Craythorne stated 100% of the proceeds raised were given to the family of Brenda Zaugg to assist with their mounting medical expenses. He then expressed his love and appreciation to the community.

Mayor Craythorne stated the “Turkey Trot” is a great event, and the 2014 “Turkey Trot” was the third annual benefit run. The proceeds from the first and second year of the “Turkey Trot” were given to the Anderson family to assist with medical expenses.

7. Consideration of Adoption of City Council Minutes from November 21, 2014

Council Member Dawson motioned to approve the minutes from the November 18, 2014 Council meeting. Council Member Henderson seconded the motion.

The Council unanimously agreed.

8. Citizen Comment – no comment

9. Consideration of Ordinance No. 12-02-2014A, Approval of the West Point City Council 2015 Meeting Schedule – Mrs. Misty Rogers

Mayor Craythorne stated the West Point City Council meetings are typically held the first and third Tuesday of each month. He then asked the Council Members if they approved of the 2015 City Council meeting schedule.

Council Member Petersen motioned to approve Ordinance No. 12-02-2014A, the adoption of the 2015 West Point City Council Meeting Schedule.

Council Member Dawson seconded the motion.

Roll Call Vote:

- Council Member Chatterton – yes
- Council Member Dawson – yes
- Council Member Petersen – yes
- Council Member Turner – yes
- Council Member Henderson – yes

The Council unanimously agreed.

10. Discussion of the Smith’s Project Schedule for Approval – Mr. Boyd Davis

Mr. Davis stated in 2015, a Smith’s Marketplace will be built in West Point City on the corner of 2000 West 300 North. He then stated before approval and permits can be issued for the construction of the store, the Planning Commission and City Council must complete an approval process.

Mr. Davis stated the proposed store is identical to the Smith’s Marketplace in West Jordan, with the exception of stone on the columns in the front of the building. He then stated the site plan has changed slightly, as the pads in the front of the Smith’s Marketplace have been reconfigured. Mr. Davis stated the City has not been informed of any commitments with regards to tenants for the pads.

Mr. Davis informed the Council that the plans for the development are currently under review. Mr. Davis stated it is likely that earthwork and utility work will begin in early spring and the opening in December 2015. Mr. Davis presented the approval process to the Council:

1. Zoning/rezoning approval
2. Preliminary site plan approval
3. Preliminary subdivision plat approval
4. Final site plan approval
5. Final subdivision plat approval
6. Commercial Pad approval
7. Conditional Use approval
8. Developer’s agreement approval

Mr. Davis then provided the Council with a timeline of the approval process (dates are subject to change):

- December 11 – **Planning Commission**
 - First review/discussion of the project
- January 8 – **Planning Commission**
 - Public hearing for rezone

- Rezone approval
- Preliminary site plan approval
- Preliminary plat approval
- January 20 – **City Council**
 - First review/discussion of the project
 - Discussion regarding the developer’s agreement
- January 22 – **Planning Commission**
 - Public hearing for conditional use permit
 - Approval of the conditional use permit
 - Final site plan approval
 - Final subdivision plat approval
 - Final pad approval
- February 3 – **City Council**
 - Public hearing for rezone
 - Rezone approval
 - Approval of the developer’s agreement
- February 17 – **City Council**
 - Final site plan approval
 - Final subdivision plat approval
 - Final pad approval

Mr. Davis stated if the approval timeline is followed, permits could be issued by April 2015.

Mayor Craythorne stated it is likely a US Bank, pharmacy, Starbucks, and Fred Meyer Jewelers will be located inside the Smith’s Marketplace store. He then expressed his excitement with the Smith’s Marketplace project.

Council Member Petersen asked if any of the pads surrounding the Smith’s Marketplace in West Jordan were occupied. Council Member Dawson stated a Smith’s Fuel Center occupied a pad. Mr. Davis stated several pads were under construction.

11. Consideration of Ordinance No. 12-2-2014B, a rezone of the property located at approximately 1800 West 800 North – Mr. Boyd Davis

Mr. Davis stated Castle Creek Homes is the owner of the property located at approximately 1800 West 800 North (previously owned by the Heslop family). A rezone application has been submitted and two zones are being proposed. It is proposed the east half of the property be zoned as R-5 residential and the west half zoned C-C, Community Commercial. Mr. Davis stated the R-5 zone allows high density housing up to 10.5 units per acre. Over the past year, the General Plan has been discussed and the proposed rezone is consistent with the General Plan. Mr. Davis stated the Developer’s Agreement for the area is in place.

Mr. Davis informed the Council that notices of the public hearing have been published and sent to all property owners within 300 ft. of the property. He then stated that Staff is in favor of the project and recommends the Council approve the rezone request.

- a. Public Hearing - Mayor Craythorne opened the public hearing.

Debbie Haycock – 600 North 1875 West, West Point City

Mrs. Haycock stated approximately one year ago, plans for the area of 1800 West 800 North included a road extending from 1875 West to the proposed R-5 zone. She stated the notice and map sent to property owners does

not include the road. She asked if the proposed rezone includes extending 1875 West to the proposed R-5 zone. Mayor Craythorne stated no. He then stated the Council typically does not communicate with the public during the public comment period.

Council Member Dawson stated the map shown is only a map of the proposed rezone of the property and not an actual plat map.

Ross Haycock – 600 North 1875 West, West Point City

Mr. Haycock expressed his concern with allowing a C-C zone in the area of 1800 West 800 North. He asked the Council to consider what kind of door will be opened by allowing C-C in the area. He stated that he lives two houses away from the property and he is supportive of the entire area being zoned residential.

Mr. Haycock stated that 2000 West is congested and currently causing traffic issues. With the construction of Smith's Marketplace on the corner of 2000 West 300 North and permitting commercial in the area of 1800 West 800 North the traffic situation will only get worse. He asked the Council if anything can be done to lessen the traffic congestion on 2000 West.

Bud Heslop - 1775 West 800 North, West Point City

Mr. Heslop expressed concern with permitting high density housing in West Point City and in the area of 1800 West 800 North. He stated the City previously received a rezone request to allow a quality single family home development in the area of 1800 West 800 North. Mr. Heslop then expressed concern if the only ingress and egress to the property is on 800 North.

Council Member Petersen motioned to close the public hearing.
Council Member Dawson seconded the motion.

The Council unanimously agreed.

a. Action

Mayor Craythorne stated the area of 1800 West 800 North and the General Plan have been discussed numerous times.

Council Member Petersen stated as of now, he hasn't been informed of any commercial development being considered for the area of 1800 West 800 North. He then informed those in attendance that the widening of 2000 West will likely occur in the near future.

Mayor Craythorne stated 2000 West will be widened from Antelope to 300 North in 2017 and 300 North to 1800 West at a later date. He stated that UDOT is aware of traffic congestion and the need for widening of 2000 West. Mayor Craythorne stated he will continue to work with the Legislature to keep the 2000 West widening in their radar.

Mayor Craythorne stated if the Council has the ability to approve, deny, or table the rezone request for further discussion.

Council Member Dawson stated the high-density housing being proposed in the R-5 zone is a high quality development.

Mayor Craythorne stated that he understands the concern with high-density housing. He stated that West Point City has limited space along 2000 West for viable commercial opportunities. Mayor Craythorne stated sustainable communities need commercial development to allow for balance. As the City continues to grow, additional services will be needed and the City cannot depend on property taxes to assist with the future needs. Mayor Craythorne stated buffering commercial areas with higher density housing is a good planning practice to separate

the commercial and single family homes. High-density housing is frequently used as a buffer to preserve commercial area.

Council Member Henderson clarified that an R-5 zone could allow for single family homes, townhomes, or retirement homes.

Mr. Laws stated Mr. Mike Schultz, the owner of Castle Creek Homes is present to answer any questions that the Council may have.

Council Member Dawson motioned to approve Ordinance No. 12-02-2014B, the rezone of property located at approximately 1800 West 800 North.
Council Member Petersen seconded the motion.

Roll Call Vote:

Council Member Henderson – yes
Council Member Turner – yes
Council Member Petersen – yes
Council Member Dawson – yes
Council Member Chatterton – yes

The Council unanimously agreed.

12. Consideration of Quit Claim Deed, Transferring the Street Right-of-Way to West Point City– Mr. Boyd Davis

Mayor Craythorne stated in some circumstances, property owners in West Point City are paying property taxes for parcels of property that extend into the center of the street. As a way to eliminate the property tax charge for the portion of the parcel that extends into the street, property owners can dedicate the portion of property in the street to the City. Mayor Craythorne stated the process of transferring the street right-of way is a standard process.

Mr. Davis stated Terry Ellis is the owner of property located at 571 South 4500 West. He then informed the Council that 4500 West is a state Highway and property could be transferred to either UDOT or West Point City. Mr. Davis recommended the Council approve the Quit Claim Deed, the transferring of the street right-of-way to West Point City.

Council Member Petersen asked the width of the property being transferred to West Point City. Mr. Davis stated with width of the road is 66 ft.; therefore 33ft. will be transferred to West Point City.

Council Member Petersen motioned to approve the Quit Claim Deed, the transferring the street right-of-way to West Point City.
Council Member Turner seconded the motion.

The Council unanimously agreed.

13. Discussion of Mixed Use Area – Mr. Boyd Davis

Mr. Davis stated the discussion of the mixed use area would typically be on the agenda for an Administrative Session . He then stated the Council could continue with the discussion or table the item if they were not prepared to discuss the mixed use area.

Mayor Craythorne stated he would prefer to discuss the mixed use area in a work session.

Council Member Petersen requested Staff provide the Council with information of similar type uses used by other cities as well as the long term effects of those areas.

The discussion of the mixed use area was postponed until a future meeting.

14. Motion to Adjourn

Council Member Dawson motioned to adjourn
Council Member Petersen seconded the motion.

The Council unanimously agreed.

ERIK CRAYTHORNE, MAYOR

DATE

MISTY ROGERS, CITY RECORDER

DATE

DRAFT

