



**West Point City Council Meeting
3200 West 300 North
West Point City, UT 84015
February 3, 2015**

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

City Manager
Kyle Laws

Administrative Session
6:30 pm – Board Room

Minutes for the West Point City Council Administrative Session held at the West Point City offices, 3200 West 300 North, West Point City, Utah 84015 on February 3, 2015 at 6:30 pm with Mayor Pro-Tem Petersen presiding.

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

CITY EMPLOYEES PRESENT - Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Paul Rochell, Public Works Director; and Misty Rogers, City Recorder

EXCUSED – Mayor Erik Craythorne

VISITORS PRESENT – Rob Ortega

Mayor Pro-Tem Petersen welcomed those in attendance.

1. Discussion of Amendments to the West Point City Cemetery Code – Mr. Paul Rochell

Mr. Rochell stated the City has received several questions with regards to the Cemetery. Some of the questions that have been received are:

1. What is the maximum length allowed for a headstone extending west to east?
2. Are upright markers allowed in the urn and infant section of the cemetery?
3. How many plots are left in the cemetery?

Mr. Rochell stated the West Point City Cemetery consists of 2,913 plots. Of the 2,913 plots, approximately 785 are occupied, 1,648 are sold, and 480 are available for purchase. Mr. Laws stated the proposed cemetery expansion will create approximately 750 more plots.

Mr. Rochell then presented the following changes to the Cemetery Code:

- Marker size requirements for the Urn or Infant section of the Cemetery.
- The combined length of the mow strip and grave marker extending east/west.
- Oversized monuments or markers
- Removal of the title "sexton" from the ordinance
- Definitions: Combining the definition of "City" and "Council" into one definition

Mr. Rochell stated the language in red is the proposed changes to the cemetery code.

12.15.100 (B) Permanent grave markers and monuments shall either be flush with the ground or no taller than 36 inches in height, **except for the portion of the cemetery designated specifically for the burial of Infants and Urns.** Secondary markers must be flush with the ground. **All grave markers located in the Infant and Urn section of the cemetery must be flush with the ground.**

Mr. Rochell stated the length of a full size burial plot is 99 inches and the average length of a headstone extending west to east is 24 inches. This leaves approximately 77.5 inches between the headstone and the adjacent plot. A half plot within the urn and infant section of the cemetery has been divided length wise creating 49½ inch burial plots. If an upright headstone is placed on a half sized plot, stones will only be 12-18 inches apart. We have recently run into this issue at the front of the cemetery. A temporary upright marker had been placed on an urn plot, directly in front of a full size plot and it created an issue. Placing upright markers on half sized burial plots creates maintenance issues, clutters the area, and blocks the monuments to the east from being seen. Mr. Rochell informed the Council that the existing headstones within the urn and infant section are flat and flush with the ground.

Council Member Dawson and Council Member Petersen recommended moving the sentence, "secondary markers must be flush with the ground" to the end of the paragraph.

Council Member Chatterton stated he is supportive of the maximum height of a headstone being 36". He then recommended the Cemetery Code be amended to include a requirement that all headstones must be inspected and approved by the City. Mr. Rochell stated the Public Works Department tries to inspect the headstones at least annually.

Council Member Dawson asked if the Cemetery Code defines what material can be used for a permanent marker. Mr. Rochell stated yes, the definition of a "monument" and "marker" clearly state what are considered acceptable materials. He then stated the definition of a "temporary marker" allows for other material to be used, but a temporary marker is only permitted for six months.

12.15.100 (D) The combined length (extending north/south) of the mow strip and grave marker shall not be longer than 46 inches for a single headstone and 92 inches for a double headstone. **The combined length (extending east/west) of the mow strip and grave marker shall not be longer than 40". The rights to which are owned by the monument owner. At the discretion of the City Manager or his representatives, headstones deemed oversized must be moved by a monument company at the expense of the monument owner.**

Mr. Rochell stated a full size plot was recently purchased with the intent to inter one urn in the east half of the plot and a second urn in the west half of the plot. The owner of the plot contacted Mrs. Rogers and asked how far a monument or marker could extend from west to east. Mr. Rochell reminded the Council that the length of a full size plot is 99½ inches, and a typical headstone extends from west to east approximately 24 inches. This leaves approximately 75½ inches in length and prohibiting access with trucks, equipment, and landscape maintenance and mowing. Mr. Rochell stated allowing a headstone to extend from west to east a maximum of 40 inches will be tight but maintenance equipment will still fit.

Council Member Dawson recommended not permitting headstones to be placed in a west to east orientation. Mr. Rochell stated a new monument design has been created for plots where two urns have been interred. This design is becoming popular and it is likely that the new design will be selected more often. Mrs. Rogers stated that she has contacted a monument company and verified that the proposed 40 inches extending from west to east is a standard size for the new monument design.

Council Member Henderson and Council Member Petersen expressed the need for cemetery regulations to exist. Mr. Rochell stated the proposed sizes will allow for the cemetery to remain uniform. He then stated there are a few headstones within the cemetery which are oversized and/or heavy and the Public Works equipment is not capable of moving the stones. The amendments to the Code will formally give the City Manager or his representatives the authority to determine which stones must be moved by a monument company at the expense of the owner.

Mr. Rochell stated in 2012, the term "Sexton" was removed from the Cemetery Code and replaced with "City Manager". It was recently discovered that the term "Sexton" was not removed from all sections of the code and to keep the code uniform, Staff recommends replacing the remaining terms of "Sexton" with "City Manager". He then stated the combining of the definitions of "City" and "Council" is a minor change recommended by the City Attorney.

Mr. Rochell stated a public hearing has been scheduled for February 17, 2015. During that meeting, the Council will be asked to adopt the amendments to the Cemetery Code.

2. Discussion of Amendments to Interlocal Agreement with Davis County for Animal Control Services – Mr. Kyle Laws

Mr. Laws stated the Interlocal Agreement with Davis County for Animal Control Services requires that the compensation amount be reviewed and adjusted annually. The fee paid by the City provides 24-hour animal care and control services. The charges assessed to the City either increases or decreases based on the number of calls from the previous years. In 2014, the City paid \$22,115.20 and in 2015, the City is being charged 21,735.59.

Mr. Laws then stated that wildlife calls are billed separately at a rate of \$25.75 per call. The fee assessed to the City in 2014 for wildlife calls was \$1,030.00 and \$1,596.50 in 2015. He then stated the Interlocal Agreement with the Davis County Animal Control Services will be presented to the Council for their approval on February 17, 2015.

3. Discussion of Resolution Supporting Transportation Initiatives with the Utah League of Cities and Towns – Mr. Kyle Laws

Mr. Laws stated last fall, during the Utah League of Cities and Towns Annual Convention, a resolution had been passed that identified Transportation funding changes and recommended a Legislative solution. Since the passing of this resolution, the Utah League of Cities and Towns (ULCT), Utah Association of Counties (UAC), and the Salt Lake Chamber have united to create the Utah Transportation Coalition. The goal of the Coalition is to "build support for the major investments in Utah's Transportation System for the Utah transportation system through the Utah's Unified Transportation Plan, preserve Utah's quality of life, bolster economic growth, improve personal health and air quality, and provide maximum value to all Utahns".

Mr. Laws stated transportation funding is lacking in cities. Currently, the City uses Class C Road funds for Transportation needs. But because of the lack of available Class C Road funds, many other cities are forced to use General fund money to subsidize transportation needs. Mr. Laws stated that the ULCT has asked that all cities either enter into an agreement or pass a resolution to support the concept of the Legislature to take action.

Mayor Pro-Tem Petersen stated it is difficult for transportation issues to be solved on a local level; action is needed on a County or Legislative level.

Mr. Laws stated the Coalition has asked that cities enter into an Interlocal agreement or pass a resolution showing their support for the Transportation Initiative. He then recommended the Council approve Resolution 02-03-2015A, supporting Transportation Initiatives in the 2015 Legislative Session.

The Administrative Session adjourned.



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Council
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Jerry Chatterton
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R. Kent Henderson
Jeffrey Turner

City Manager
Kyle Laws

General Session
7:00 pm – Council Room

Minutes for the West Point City Council General Session held at the West Point City offices, 3200 West 300 North, West Point City, Utah 84015 on February 3, 2015 at 7:00 pm with Mayor Pro-Tem Petersen presiding.

MAYOR AND COUNCIL MEMBERS PRESENT – Mayor Pro-Tem Petersen, Council Member Kent Henderson, Council Member Jeff Turner, Council Member Andy Dawson, and Council Member Jerry Chatterton

CITY EMPLOYEES PRESENT - Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Services Director; Paul Rochell, Public Works Director; and Misty Rogers, City Recorder

EXCUSED – Mayor Erik Craythorne

VISITORS PRESENT – Rob Ortega, Rick Twitchell, Trish Estheimer, Brock Estheimer, Tammra Neese, and Scout Troop 381

1. **Call to Order** - Mayor Pro-Tem Petersen welcomed those in attendance
2. **Pledge of Allegiance** – Troup #381 led those in attendance in the Pledge of Allegiance
3. **Prayer** – Council Member Dawson
4. **Communications and Disclosures from City Council and Mayor**

Council Member Kent Henderson – no comment

Council Member Jeff Turner – no comment

Council Member Andy Dawson – no comment

Council Member Jerry Chatterton – no comment

Mayor Pro-Tem Petersen – no comment

5. **Communications from Staff**

Mr. Laws stated the Council and Staff Lunch will be held on Wednesday, February 11, 2015 at 11:30 am.

6. **Consideration of Adoption of Minutes from the January 9, 2015 and January 20, 2015 Council Meeting**

The minutes for the January 9, 2015 Council Retreat were completed after packets went out and will be brought before the Council on February 17, 2015.

Council Member Henderson motioned to approve the minutes from the January 20, 2015 Council Meeting. Council Member Chatterton seconded the motion.

The Council unanimously agreed.

7. Citizen Comment

Mr. Rick Twitchell – 1885 West 75 South, West Point City

Mr. Twitchell thanked the Council for helping to make his neighborhood a little safer. He then expressed his concern with construction vehicles traveling on residential streets in his neighborhood.

8. Youth Council Update

Brock Estheimer thanked the Council for supporting the Youth Council program. He then stated the Youth Council Members recently attend Local Officials Day at the Legislature. While there, they were able to listen to Mr. Terry Bradshaw. Mr. Estheimer then stated the Youth Council will be filling 10,000 Easter eggs for the upcoming Easter Egg Hunt.

9. Consideration of Resolution No. 02-03-2015A, Supporting Transportation Initiatives with the Utah League of Cities and Towns – Mr. Kyle Laws

Mr. Laws stated that West Point City is a member of the Utah League of Cities and Towns. Last fall, ULCT passed a resolution identifying the need of transportation funding changes and also recommending a Legislative solution. Since the passing of this resolution, the ULCT, the Utah Association of Counties (UCA), and the Salt Lake Chambers have formed the Utah Transportation Coalition. The goal of the Coalition is to “build support for the major investments in Utah’s Transportation System at the local level. Mr. Laws stated over the past few months, the Coalition has produced media campaigns, signs, and commercials in hopes of informing the public of the need of transportation improvements and the lack of funding.

Mr. Laws stated that the ULCT has asked that all cities either enter into an agreement with the Utah Transportation Coalition or pass a resolution supporting the need for changes in Transportation funding. He then stated that each time gasoline is purchased a tax is paid per gallon of gas purchased. Some of the tax collected is then returned to the cities to be used for road improvements. Mr. Laws stated the Utah Gas Tax has not increased for 30 years and the Legislature is considering a bill to increase the Gas Tax and other transportation funding options.

Mr. Laws stated transportation funding is lacking for cities. Currently, the majority of money used in West Point City for transportation funding is money within the Class C Road fund and the City is limited on when and what improvements can be completed. Mr. Laws stated that many other cities have to subsidize funding for transportation needs because they are not receiving enough Class C Road funds to pay for the needed improvements.

Council Member Turner asked if Resolution 02-03-2015A is connected to a specific House Bill. Mr. Laws stated no, the intent of Resolution 02-03-2015A is to show the ULCT that the City is supportive of a Legislative solution for Transportation funding.

Mayor Pro-Tem Petersen stated the Legislature has stated that Transportation issues should be solved at a local level. He then stated that it is very difficult to solve Transportation issues on a local level. This resolution will allow for cities to unite and say that Transportation funding should be determined on a Legislative level.

Council Member Dawson motioned to approve Resolution No 02-03-2015A, supporting Transportation initiatives with the Utah League of Cities and Towns.

Council Member Turner seconded the motion.

The Council unanimously agreed.

10. Motion to Adjourn

Council Member Chatterton motioned to adjourn.
Council Member Henderson second the motion.

The Council unanimously agreed.




ERIK CRAYTHORNE, MAYOR

2-19-2015
DATE

 2-19-2015
MISTY ROGERS, CITY RECORDER DATE