



**West Point City Council Meeting
3200 West 300 North
West Point City, UT 84015
October 6, 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
6:08 pm – Board Room

Minutes for the West Point City Council Administrative Session held at West Point City Hall, 3200 West 300 North, West Point City, Utah 84015 on October 6, 2015 at 6:00 pm with Mayor Craythorne presiding.

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

CITY EMPLOYEES PRESENT – Boyd Davis, Assistant City Manager; Evan Nelson, Finance Director; Paul Rochell, Public Works Director; and Misty Rogers, City Recorder

EXCUSED - Kyle Laws, City Manager

VISITORS – Keith Russell

1. Code Enforcement Update – Mr. Bruce Dopp

Mr. Dopp stated weeds continue to grow and he continues to give courtesy notices for weeds. Currently, Code Enforcement is focusing on keeping basketball standards off of streets, illegal parking, and “junk cars”. Mr. Dopp stated the West Point City Code defines “junk cars” as an inoperable or unregistered vehicle. He then informed the Council that there are high number “junk cars” within the City.

Mr. Dopp stated ordinance education is imperative and Staff is taking a proactive approach by placing “junk car” ordinance information in the newsletter. Mr. Dopp stated as of October 6th the west end of the City had been canvassed and 64 courtesy notices had been issued. With education and follow-up Mr. Dopp believes the City can obtain 94% compliance. However it is likely that approximately 5% of residents will remain out of compliance. Mr. Dopp asked the Council to consider the following options when dealing with the “junk car” compliance. Mr. Dopp clarified this approach would only be used for residents who refuse to maintain “junk car” compliance.

- Ignore non-compliant residents – Mr. Dopp expressed concern with ignoring non-compliant residents.
- Using the current ordinance, administrative citations could be issued – This would allow the Code Enforcement Officer to issue citations which would be enforced through the court system.
- Davis County Sheriff enforcement using the current Law Enforcement contract

Council Member Petersen expressed the need to obtain legal opinion from the attorney as well as discuss options with the Davis County Sheriff’s office.

Council Member Chatterton asked how residents are informed that they are out of compliance. Mr. Dopp stated residents are given Courtesy Notice informing them that they are out of compliance. Mayor Craythorne stated the first Courtesy Notice and copy of the ordinance informs the resident that they are out of compliance, requests the “junk car” be removed from the property. Mr. Davis stated the second notice (14 day notice) again informs the resident they

are out of compliance, requests the "junk car" be removed from the property, and states the case may be turned over to Davis County Sheriff for further action.

Council Member Petersen stated education is important. He stated West Point is considered a rural area and many residents may be unaware of the ordinance requirements.

Mr. Dopp stated there are two classes of "junk cars." The first class is unregistered vehicles and second class are the collector cars. Mr. Dopp stated "junk cars" must be garaged or kept in an enclosed privacy fence. He then stated that Syracuse City issues a "car restoration permit" for residents. This permit allows residents to keep the "junk car" for a specific amount of time to allow for restoration.

The Council agreed that the Staff should contact the Mr. Felshaw King, the West Point City Attorney and the Davis County Sheriff's Office to discuss options to gain compliance.

2. Discussion of Youth Council – Mrs. Jolene Kap

Mrs. Kap stated the structure of the Youth Council will remain the same as last year and because of the large group of kids, a 3rd Advisor for the Youth Council has been called.

Mayor Craythorne asked how many of the Youth Council Members continue to participate in the program near the end of the year. Mrs. Kap stated last year there were 80 Youth Council Members and at the end of the year, 50 of the Youth Council Members continued to actively participate in the program. Mrs. Kap then stated that 25 of the Youth Council Members logged nearly 4,000 hours of participation.

Council Member Chatterton recommended the Youth Council shadow the Council more frequently.

Council member Petersen asked if the parents of the Youth Council are involved with the program. Mrs. Kap stated yes, parents are asked to sign-up to assist with specific activities. She then stated the Youth Council Members a great group of kids that love the Youth Council program.

Council Member Petersen asked if Mrs. Kap is heavily involved with the Youth Council program. Mrs. Kap stated over the past few years she has been more involved with the Youth Council Program. Council Member Petersen asked if three Youth Council Advisors will be adequate. Mrs. Kap stated yes, with three Youth Council Advisors and the help from parents the Youth Council program will be fine.

Mayor Craythorne stated because of the Jr. High Concert, many 2015-2016 Youth Council Members will not be present for the Swearing in of the Youth Council.

Council Member Petersen stated the Council cannot always attend the Youth Council functions; however they are fully supportive of the program.

3. Discussion of Homewood Subdivision – Mr. Boyd Davis

Mr. Davis stated Mr. Keith Russell has submitted a new proposal for the Homewood Subdivision. The new proposal reduces the number of lots from 7 to 6, eliminating the need for a private and creating shared driveways.

Mr. Davis stated the new proposal works and will eliminate the need for an HOA and a private road.

Council Member Petersen asked what the lot sizes will be located in the development. Mr. Russell stated lots will be in-between 13,000 sq. ft. to 15,000 sq. ft. in size and not less than 100 ft. in width.

Mayor Craythorne asked Mr. Russell how many acres will be used for the development. Mr. Russell stated approximately 2.5 acres will be used for the development.

Council Member Henderson asked the size of the combined driveways. Mr. Russell stated he'd like to install 30 ft. driveways (15 ft. on each side). However, the actual accesses will likely be determined by UDOT.

Mr. Davis stated the West Point City Code does not prohibit combined driveway and there are many details still to be worked out. Mr. Davis asked the Council if they are supportive of Mr. Russell submitting an application and new proposal to the Planning Commission for review.

Council Member Dawson stated he likes the new proposal for the Homewood Subdivision more than the private road option. Mr. Russell stated he has worked hard to create a design in which he and the Council could both support.

Council Member Petersen asked if UDOT is supportive of the entrances. Mr. Russell stated yes, he has received an approval letter from UDOT.

The Council recommended moving forward with the application and review process for the Homewood Subdivision.

4. Citizen Comment Follow-up – Mr. Boyd Davis

Mr. Davis stated during the September 17, 2015 City Council Meeting, the Council received three comments.

- Patti Seffker & Pat Westaway requested the City provide a power connection at the Community Garden. Council Member Turner stated a power connection will cost approximately \$400 to install. Mayor Craythorne stated the Community Garden looks amazing. The Council recommended running a power connection to the Community Garden.

Council Member Petersen stated he receives requests for the City to provide power at Bingham Park. He requested the Council consider the installation of power at Bingham Park. Mayor Craythorne stated he would discuss installation of power at Bingham Park with the City Manager, Kyle Laws.

- Yessina Figueroa requested West Point City incorporate a farmers market into the City. Mayor Craythorne stated Syracuse City and surrounding areas have been struggling with their Farmers Markets. He stated West Point City isn't a large enough community for a Farmers Market. Mayor Craythorne recommended encouraging Ms. Figueroa to support the surrounding Farmers Markets.

The Mayor and Council stated there is an illegal "Tupperware" business being set up every Saturday on 300 North. They requested Mr. Dopp inform the business they must obtain a business license and maintain compliance.

- Wendell Page informed the Council that the sidewalk in front of his home is poor condition. He requested the sidewalk in front of his home be replaced. Mr. Davis stated the sidewalk in front of Mr. Page's home is narrow and in poor condition. He stated the City will apply for a Safe-Sidewalk Grant for the sidewalk in front of Mr. Page's home.

Council Member Petersen asked if Staff has a way to notify those individuals who made public comment of the decision of the Council. Mr. Davis stated yes, Staff will contact those who have provided comment to the Council. Mrs. Rogers, the West Point City Recorder expressed her appreciation to the Council and Staff for giving her the opportunity to work as the City Recorder.

The Administrative Session adjourned.



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General Session

7:00 pm – Council Room

Minutes for the West Point City Council General Session held at the West Point City Hall, 3200 West 300 North, West Point City, Utah 84015 on October 6, 2015 at 7:00 pm with Mayor Craythorne presiding.

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

EXCUSED – Council Member Andy Dawson

CITY EMPLOYEES PRESENT – Boyd Davis, Assistant City Manager; Evan Nelson, Finance Director; Paul Rochell, Public Works Director; and Misty Rogers, City Recorder

EXCUSED - Kyle Laws, City Manager

VISITORS PRESENT – Shelbee Hoffman, Madison Pehrson, TJ Pehrson, James Pehrson, Afton Miller, Nicole Leavitt, Alicia Davidson, Stacy Davidson, Erin Davidson, Alianna Smith, Cherylee Smith, Sarah Child, Spencer Child, Kylee McCarrey, Haley & Garrett Durrant, Justin Kelley, Chloe & Chersty Titensor, Julianne & Katie & James Orton, Kaitlyn & Joey Beckstead, Thler Slade, Laura Richins, Jarem Richins, Zack Sheldon, Sonia Jewkes, Brock & Trish Estheimer, Becky Jensen, Jill Austin, Peter Austin, Ross Larsen, Karson, Kalli, Emily, Darrell Muller, Brenda Pehrson, Isaac Pehrson, Jonnie Pehrson, Cindy Lindsay, Terry Ellis, Shawn Shuler, James McCarrey, C. Daniels, Steven Christensen, Michelle Christensen, Marcus Christensen, Aaron Christensen, Hannah Lauren Steed, Carson Vorwaller, and Jolene & Kylee Kap

1. **Call to Order** – Mayor Craythorne welcomed those in attendance.
2. **Pledge of Allegiance** – Repeated by all
3. **Prayer** – Council Member Petersen
4. **Communications and Disclosures from City Council and Mayor**

Council Member Henderson – no comment

Council Member Turner – no comment

Council Member Petersen stated he serves on the Board of the North Davis Fire District (NDFD). The NDFD will hold a Fire Prevention Open House will be held at the Clearfield Fire Station on Wednesday October 7th from 5:30 pm to 8:00 pm and at the West Point Fire Station on Thursday, October 8th from 5:30 pm to 8:00 pm.

Council Member Chatterton – no comment

Mayor Craythorne stated the NDFD Fire Prevention Open House is great and encouraged the public to attend. He then stated the NDFD recently purchased a new fire truck/ambulance that will be on display at the Open Houses. Mayor Craythorne then encouraged active participation in November election process.

5. Communications from Staff

Mr. Davis stated on Monday, October 12th City Hall will be closed for Staff Training. He then stated on October 23rd and 24th a Citywide Clean-up will be held and dumpsters will be available at all City Parks.

6. Citizen Comment

Mayor Craythorne stated the Citizen Comment period is a time for the Council to gather new information. He stated any comments provided to the Council will be discussed in the Administrative Session of the next Council Meeting.

Jill Austin & Becky Jensen -

Ms. Austin & Ms. Jensen stated they recently moved to West Point City and the love the area. They then expressed their love for music and culture arts. Ms. Austin & Ms. Jensen asked the Council to organize culture art opportunities within the City.

7. Consideration of Approval of Minutes from September 15, 2015 City Council Meeting

Council Member Petersen motioned to approve the minutes from the September 15, 2015 City Council Meeting. Council Member Henderson seconded the motion. The Council unanimously agreed.

8. Swearing in of Youth Council Members – Mayor Craythorne

Mayor Craythorne expressed his support of the youth who participate in the Youth Council program. He stated that both the youth and the community are better because of the Youth Council program. Mayor Craythorne informed those in attendance that 25 of the 50 Youth Council Members logged over 4,000 hours of service last year. He expressed his appreciation to the Youth Council Advisors, Trish Estheimer, Joylynn Dawson and Chersty Titensor. Mayor Craythorne announced the 2015-2016 Youth Council Members:

2015-2015 Youth Council Members:

Steven Bates, Joey Beckstead, Kaitlyn Beckstead, Emily Child, Marcus Christensen, Steven Christensen, Alicia Davidson, Makayla Davidson, Amber Dawson, Erin Dawson, Garrett Durrant, Haley Durrant, Sydney Durrant, Erin Estheimer, Katie Estheimer, Kalli Hamblin, Kason Hamblin, Shelbee Hoffman, Kyle Jones, Porter Jones, Justin Kelley, Kylee McCarrey, Afton Miller, Avery Miller, James Orton, Katie Orton, TJ Pehrson, Jarom Richins, Jared Seffker, Melissa Seffker, Scott Seffker, Zack Sheldon, Alianna Smith, Aurora Smith, Cherylee Smith, Jeremy Titensor, Taya Tobler, Tevan Tobler, Madalyn Turgoose, Abby Watkins

2015-2016 Youth Council Officers

Juliann Orton, Mayor; Hannah Steed, Mayor Pro-Tem; Kylie Kap, City Manager; Sarah Child, City Recorder; Sonia Jewkes, Treasurer; Brock Estheimer, Head Chair; Tyler Slade, Co-Head Chair; Nicole Leavitt, Historian; Chole Titenson, Community Relations; Jonnie Pehrson, Community Relations; and Carson Vorwaller, Community Relations

9. Consideration of Resolution No. 10-06-2015A, Accepting the Transportation Master Plan for West Point City – Mr. Boyd Davis

Mr. Davis stated Horrock's Engineers recently completed a Transportation Master Plan for West Point City. He stated advertising has been done, reports have been available for public inspection, Open Houses have been held, and a website has been available for public comment. Since the Open House held in September, the consultants have

received only four comments. Mr. Davis recommended the Council approve the Transportation Master Plan for West Point City.

Mayor Craythorne stated throughout the Transportation Master Plan process comments could be made to the consultants. He the stated the Transportation Master Plan is a good process and it must be completed every five years.

a. Public Hearing

Doug Zaugg – 438 North 3000 West, West Point

Mr. Zaugg asked if the Transportation Master Plan can be amended if needed. Mayor Craythorne stated yes, it is only a plan. Mr. Zaugg then asked if the plan calls for additional widening of 3000 West. Mr. Davis stated the current widening of 3000 West is the final width. Mayor Craythorne stated as the City grows and changes, the plan will change.

Council Member Chatterton motioned to close the public hearing.

Council Member Petersen seconded the motion.

The Council unanimously agreed.

b. Action

Council Member Turner expressed his support with the Transportation Master Plan.

Council Member Petersen motioned to approve Resolution No. 10-06-2015A, Accepting the Transportation Master Plan for West Point City.

Council Member Turner seconded the motion.

The Council unanimously agreed.

10. Consideration of Ordinance 10-06-2015A, Amendments to Section 15.20.100, Allowing for an Exemption From the Requirement for a Detention Pond in Certain Areas of the City Where Detention Ponds Would Not be Beneficial –

Mr. Boyd Davis

Mr. Davis stated there are a number of developments within the city where a detention pond will not provide benefit. He stated in some locations at the west end of the city water drains directly to the lake eliminating the need for a detention pond. The proposed addition to Section 15.20.100 is as follows:

5. Exceptions and Modifications.

In areas of the City that are in close proximity to the downstream end of the downstream end of a storm drain outfall, where detention may not be beneficial, an exemption from the required detention may be granted upon submission of calculations showing that the detention would not be beneficial. Such calculations shall be reviewed and approve by City Engineer.

Mr. Davis recommended the Council approve Ordinance 10-06-2015A, Amendments to Section 15.20.100, Allowing for an Exemption from the Requirement for a Detention Pond in Certain Areas of the City Where Detention Ponds Would Not be Beneficial.

a. Public Hearing – no comment

Council Member Henderson motioned to close the public hearing.

Council Member Turner seconded the motion.

The Council unanimously agreed.

b. Action

Council Member Henderson motioned to approve Ordinance 10-06-2015A, Amendments to Section 15.20.100, Allowing for an Exemption from the Requirement for a Detention Pond in Certain Areas of the City Where Detention Ponds Would Not be Beneficial
Council Member Turner seconded the motion.

Roll Call Vote:

Council Member Chatterton – aye
Council Member Petersen – aye
Council Member Turner – aye
Council Member Henderson - aye
The Council unanimously agreed.

11. Consideration of Resolution No. 10-06-2015B, a Postponement Agreement Between Ross Larsen and West Point City for the Installation of the Street Improvement at 4353 W 800 N – Mr. Boyd Davis

Mr. Davis stated the B&L Single Lot Subdivision includes 5 acres and is located at approximately 4300 West 800 North. He then stated the Council discussed the B&L Single Lot on September 15th, however approval couldn't be granted because the purchase of the property hadn't been finalized. The property purchase is now complete and Mr. Davis recommended the Council approve Resolution No. 10-06-2015B, a Postponement Agreement Between Ross Larsen and West Point City for the Installation of the Street Improvement at 4353 W 800 N and the Final Approval of the B&L Subdivision.

Council Member Petersen asked if the postponement agreement has an expiration date. Mr. Davis stated no, it should be an indefinite agreement.

Council Member Turner motioned to approve Resolution No. 10-06-2015B, a Postponement Agreement Between Ross Larsen and West Point City for the Installation of the Street Improvement at 4353 W 800 N.
Council Member Petersen seconded the motion.
The Council unanimously agreed.

12. Consideration of Final Approval of the B&L Ranch Subdivision – Mr. Boyd Davis

Council Member Henderson motioned to a grant final approval of the B&L Ranch Subdivision.
Council Member Turner seconded the motion.
The Council unanimously agreed.

13. Consideration of Resolution No. 10-06-2015C, Appointment of Poll Workers for the 2015 West Point City Municipal General Election – Mrs. Misty Rogers

Mrs. Rogers stated the State Law requires the Council appoint Poll Workers for the 2015 West Point City Municipal Election. She then stated the because of the items on the ballot, Davis County is insisting West Point City use 10 Poll Workers for the Election. Mrs. Rogers recommended the Council approve Kristi Davis, Davis Koster, Verlynn Koster, Kristen Bennett, Kimberly Brower, Christine Whitesides, Laurel Wolfe, Carol Hipwell, Brian Koster, and Kristen McKinnon as Poll Workers for the 2015 Municipal General Election which will be held on November 3, 2015.

Council Member Petersen motioned to approve Resolution No. 10-06-2015C, Appointment of Poll Workers for the 2015 West Point City Municipal General Election.
Council Member Chatterton seconded the motion.
The Council unanimously agreed.

14. Motion to Adjourn

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

The Council unanimously agreed.


ERIK CRAYTHORNE, MAYOR

October 20, 2015
DATE


MISTY ROGERS, CITY RECORDER

October 20, 2015
DATE



