



Regular City Council Meeting Minutes

Tuesday, April 7, 2020 at 6:30 pm

Attendees: Mayor Madsen, Council Member Bangerter,
Council Member Macfarlane, Council Member Noyes, Council
Member Smalling, Council Member Wiggill, Recorder Hale,
Treasurer/Office Manager Youngdell, Police Chief Eborn,
Public Works Director Monroe and Court Supervisor Arbogast

ELECTRONIC MEETING

PUBLIC NOTICE IS HEREBY GIVEN that the Sunset City Council will hold a public meeting electronically in accordance with Executive Order 2020-1 Suspending the Enforcement of the Provisions of Utah Code 52-4-202 and 52-4-207 due to Infectious Disease COVID-19 Novel Coronavirus issued by Governor Herbert on March 18, 2020. NO PHYSICAL MEETING LOCATION WILL BE AVAILABLE. If you would like to view the meeting live, please use the following link: [ZOOM MEETING](#)

If you would like to have a comment read during the public comment agenda item, please complete the form attached under "5. PUBLIC COMMENTS" and email it to shale@sunset-ut.com or drop it in the silver utility payment box (next to the U.S. mailbox) before 5:00 p.m. Tuesday.

Any information or items for the Council's consideration must be furnished at least seven (7) working days prior to the scheduled meeting to give the needed time to study the request. Agenda shall be as follows:

REGULAR SESSION

- 1. CALL TO ORDER & WELCOME**
- 2. INVOCATION AND PLEDGE OF ALLEGIANCE**

Minutes:

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

- 3. APPROVAL OF MINUTES - March 4, 2020**

Minutes:

Council Member Noyes made a motion to approve the minutes of March 4, 2020 as presented. Council Member Smalling seconded the motion. The motion passed unanimously with Council Members Bangerter, Macfarlane, Noyes, Smalling and Wiggill voting yes.

4. APPROVAL OF VOUCHERS - \$24,528.75

Precision Concrete Cutting

Minutes:

Council Member Macfarlane made a motion to approve the voucher for Precision Concrete Cutting in the amount of \$24,528.75. Council Member Wiggill seconded the motion. The motion passed unanimously with Council Members Bangerter, Macfarlane, Noyes, Smalling and Wiggill voting yes.

5. PUBLIC COMMENTS

Minutes:

There were none.

Agenda Items

6. Award Bid for the 250 West Storm Water Improvement Project

Minutes:

Engineer Scott Nelson advised all five bidders are really good contractors. Consolidated Paving & Concrete had the low bid of \$75,815.80. All bidders knew they could not begin the work until fiscal year 2021 and none of them had any deficiencies in their bids. He recommended that the Council award the bid to Consolidated Paving & Concrete in the amount of \$75,815.80. Engineer Nelson explained the project is on 250 West by Sunset Jr. High. Storm water, and in the winter ice, accumulates at the entrance to the parking lot creating a hazard to pedestrians. They will insert a storm water catch box in the corner and run it to the north to resolve that drainage problem and move the crosswalk a little further to the north, cut ADA ramps in the curb & gutter and repaint the crosswalk. Council Member Macfarlane asked if building the new school will make a difference to this project. Engineer Nelson said it won't make a difference. Council Member Noyes made a motion to award the 250 West Storm Water Improvement Project to Consolidated Paving & Concrete Company for the amount of \$75,815.80. Council Member Bangerter seconded the motion. The motion passed unanimously with Council Members Bangerter, Macfarlane, Noyes, Smalling and Wiggill voting yes.

7. Mayor, Council and Department Head reports

Minutes:

Council Member Smalling advised the Mosquito Abatement Board won't meet until later this week. The Youth City Council was not able to attend the Leadership Conference at Utah State University this year because it was cancelled due to the coronavirus. The Leadership Conference people cannot do any rescheduling until after May 1st so they're still trying to figure out what to do about refunds. Council Member Smalling said she will try for a refund because if they push it until the fall, some of the members will be graduated and out of the Youth Council. She will let the Council know as she receives more information. The Easter Egg Hunt has also been cancelled, so they have a lot of stuff ready for next year. When asked if they were tentatively going to use the Easter candy for Fun Days or the Fall Festival, Council Member Smalling replied they normally use any left over candy for Fun Days and other activities they do throughout the year.

Council Member Wiggill reported on the NDFD Board meeting. They made an amendment to the electronic meeting policy due to COVID-19. NDFD Chief Becraft declared the Department to Emergency status, which opens up funding from the State to provide protection to his first responders.

Council Member Macfarlane thanked Public Works Director for his efforts on the water main leak that affected most of the City. She thanked Court Supervisor Arbogast and Recorder Hale for the Seniors information posted on the City's website and said she has received a lot of comments on it. Of course the Senior Center is closed for now due to the COVID-19 virus. Someone asked her about the Council meeting comment form and wondered if someone could fill it out for them if they cannot. Recorder Hale said they can call her and she'll fill it out for them.

Council Member Macfarlane echoed Council Member Smalling's previous report on the Davis County Animal Shelter. She received a call regarding people leaving their garbage cans out so the streets can't be swept as well.

Police Chief Eborn stated the Code Enforcement employee, Steve Pease is leaving a lot of notices on garbage cans. He asked Council Member Macfarlane to let him know if a certain address needs a notice. Due to COVID-19, he is doing his best not to have face to face contact with any of the residents, so he leaves notices. They expect to receive the new Durango this week. The dealership is allowing him to keep the Durango he is selling back to them until the new one comes in. One of the Chevrolet cars is down and still waiting for parts. They have a total of nine vehicles in the fleet, but two are down and two are old and have an enormous amount of miles on them and had been being used only as spares when another car is being repaired. Council Member Smalling thanked Chief Eborn for the professionalism his Officers used while taking care of an incident in her neighborhood a week or so ago. Chief Eborn stated they Officers are trying to respond to people's dispatches over the phone as often as possible, but will still take care of the ones that need emergency hands on service.

Treasurer/Office Manager Youngdell reported that Mayor Madsen had called her on Thursday to close the front doors of the City Building. She posted a note on the front door with each Department's phone number. If someone needs to come in to meet with anyone, she has instructed the staff to screen the customers with questions relating to COVID-19. The Office is receiving a lot of phone calls and payments in other ways. The mail can no longer be delivered, so she had to purchase a post office box and she will go each day to pick it up. When asked how the water shut off day, she replied it went well and they allowed people to make payment arrangements that day.

Public Works Director Monroe explained the email he sent to the Council was not worded correctly. He didn't mean he didn't want them to call him if there was an issue; only that it may take some time for him to call them back. He explained how most of the City was without water due to a contractor hitting the line and another valve being shut off. He always calls the office to make sure they know what is going on so they can tell the residents when they call, so if he doesn't get right back to the Council, they can always call the office. Council Member Noyes stated Director Monroe's first priority is to return service to the customers as soon as possible and not to satisfy each Council Member who calls, so they need to be patient. He thanked Director Monroe for his handling of the situation.

Mayor Madsen mentioned the NDFD Board worked on next year's budget. There had been talk of adding another station when they get the paramedics, but that was taken out of the budget.

NDFD Chief Becraft stated the Board approved an Emergency Declaration for the Department and he will probably ask for a 30 day extension at the next Board meeting. This opens up FEMA funds for 75% of the costs incurred while dealing with and purchasing safety supplies for the COVID-19 virus. They are at an orange status and are prepared to go to red status if they lose 40% of the personnel to quarantine. With the mutual aid agreements, that means they will be able to use another Department's staff, as well as they could be using the NDFD staff. To help protect their personnel, they shut down both stations to outside people. They also have a separate decontamination area at the West Point station for them and police officers who have been contaminated. If a firefighter becomes contaminated, they don't want to send them home so NDFD is one of the fire stations that are prepared with a separate place to quarantine them. Dispatch has a list of addresses for those that have COVID-19 and the firefighters will be made aware of that if they respond to that address. The Bureau of EMS has changed the guidelines so they can run with less personnel. They have been busy keeping up with all the regulations of the Federal, State and Local governments. They are using the ultra violet lights to help decontaminate the N95 masks every day so they can wear them for their whole shift. However, if they transport or work on someone who is a known COVID-19

patient, they throw all of their protective gear away. They have always used protocol to protect them from blood born pathogens, however his pandemic is a wake up call to be more diligent. If the spread gets worse, they will have a special COVID-19 team and ambulance that will respond to those known patients.

Mayor Madsen asked if the Council wants him to continue sending them the daily COVID-19 updates he received from the Davis County Health Department and they said yes.

Council Member Wiggill made a motion to go into a work session. Council Member Macfarlane seconded the motion. The motion passed unanimously with Council Members Bangerter, Macfarlane, Noyes, Smalling and Wiggill voting yes.

WORK SESSION

8. Discuss Fiscal Year 2020 Budget Amendments

Minutes:

Recorder Hale and the Department Heads explained the amendments they had and everything was discussed. The changes to the previous amendments were as follows: General Fund 1) Justice Court Revenue was lowered to \$270,000 2) Court travel & training was changed to 1,700 and witness & juror fees to 1,000 3) Appt. Defense Attny & Interpreter decreased to \$9,200 4) Police auto & trucks \$21,200 was put back in to purchase a used vehicle or to put a down payment on a new one 5) add 10,000 to Building & Grounds Office furniture & Equip for Sunset Room furniture 6) increase Parks equipment supplies & maintenance \$6,000 for pickle ball court, with Council Member Noyes stating he is totally against replacing the tennis court with two pickle ball courts and would rather see a pickle ball court within the tennis court.

Utility Fund 7) water capital improvement/waterline put 28,000 back into budget Council Member Bangerter made a motion to go back into the regular session. Council Member Macfarlane seconded the motion. The motion passed unanimously with Council Members Bangerter, Macfarlane, Noyes, Smalling and Wiggill voting yes.

REGULAR SESSION

9. Adjourn

Minutes:

Council Member Macfarlane made a motion to adjourn. Council Member Smalling seconded the motion. The motion passed unanimously with Council Members Bangerter, Macfarlane, Noyes, Smalling and Wiggill voting yes.

The meeting adjourned at 8:50 p.m.

Compliance

In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify the Sunset City Offices, (801) 825-1628, at least 48 hours in advance of the meeting.

Agenda posted in accordance with Utah State Code Annotated 52-4-202(3) and provided to the Standard Examiner.

Susan R. Hale,
Sunset City Recorder

Contact: Susan R. Hale, Recorder (shale@sunset-ut.com 801-614-9103) | Minutes published on 04/15/2020, adopted on 04/21/2020