

City of Woodland Hills, UT

City Council Meeting

Minutes

Tuesday, October 12, 2021 at 6:00 pm

Public Notice is Hereby Given that the City of Woodland Hills City Council will hold a work session and city council meeting on Tuesday, October 12, 2021. The work session will begin at 6:00 p.m. with the city council meeting to follow. Electronic meeting information can be found at the bottom of the agenda.

Meeting Location

690 South Woodland Hills Drive, Woodland Hills Utah

Work Session

1. Appointment of Rachel Skinner as EMT Captain

Minutes:

Mayor Pray opened the Work Session of the City Council of the City of Woodland Hills at 6:05 p.m.

Mayor Pray informed the council that because of some life changes, Beth Wilding is stepping down as the EMT Captain. The mayor expressed her appreciation to Ms. Wilding. Ms. Wilding has served as the EMT Captain twice and she helped the city obtain their first ambulance. Rachel Skinner has been asked to serve as the new EMT Captain.

2. New Type III/Type I Fire Truck- Chief Northup

Minutes:

Chief Northup reviewed with the council the specs of the new fire truck that the department is proposing be purchased. This purchase has been talked about for several years, and a number of long hours have gone into researching what would be the best option for the city.

Director of Finance Chris Helvey reviewed financing options with the council. The total cost of the engine including outfitting of the engine is roughly \$470,000. If the truck was bought now, and the city were to full finance it at a 2.62% interest rate the payment would be \$54,035.15. With a \$105,000 downpayment, the principal would be \$365,000 with the same interest rate of 2.62% a yearly payment would be \$41,500. The note would be 10 years whether the city did a \$0 down payment or \$105,000 down payment.

Council Member MacArthur asked how the interest rates compare with the rest of the market.

Chris Helvey clarified for the council that at this time they would only be locking in the

purchase price and not the interest rate.

Council Member Pratt mentioned the schematics and the drawing don't match up. Chief Northup explained the design the council has been given is close, but not exact. Council Member MacArthur expressed one of the big issues for the city in summer is fire, and in winter it is snow. The city has leased two new trucks to help with the plowing in the winter and he feels that if the Chief says the city needs a new truck, then a new truck is needed.

3. Proposed Development Agreement between the City of Woodland Hills and Summit Creek

Minutes:

Mayor Pray noted the council has received a copy of the proposed Development Agreement. She would like to assign two council members to work with Summit Creek to facilitate moving the contract forward. Council Member MacArthur and Council Member Pratt were asked to work with them.

Council Member Pratt would like Chairman Frandsen to be part of the working group. Council was asked to forward their comments regarding the proposed agreement to Council Member Pratt and Council Member MacArthur.

The developers of Summit Creek would like to set a timeline of when they can expect the contract to be approved.

Council Member Pratt expressed some apprehension with setting a timeline.

4. Traffic Control on Summit Creek and Woodland Hills Drive

Minutes:

Council discussed installing traffic calming feedback signs on Summit Creek Drive. The cost of the signs are roughly \$3000/sign.

Summit Creek would like to have some input in the placement of the signs.

Jeremy Searle, a resident and traffic engineer mentioned possibly looking signs that are solar powered.

Council Member Malkovich and Council Member Ottley would like the council to consider installing traffic calming signs on Woodland Hills Drive.

Mayor Pray mentioned there may be an opportunity for the city to get some funds that would help pay for a trail on Woodland Hills Drive. Jeremy Searle, has looked into a potential grant. The grant is time sensitive. Council agreed to listen to Mr. Searle's presentation noting that no action would be taken as it was not included on the agenda.

Mr. Searle reviewed the City General Plan with the council and reiterated the General Plan calls out a possible trail going up Woodland Hills Drive that would connect unto Summit Creek Drive. The trail plan in the General Plan plan mirrors the regional plan and because it does so, the city may be able to qualify for a project through MAG. The 2022 Transportation Improvement Program (TIP) project proposal is due November 1st with a majority of funding available in 2025 and 2026. Cities will be responsible for a 6.77% match.

Council Member Malkovich wanted some reassurance that what is being proposed is

only for Woodland Hills Drive on the front of people's homes.

Mr. Searle referenced the map that is part of the 2017 General Plan.

Council Member Ottley would like to know if the developers of Summit Creek had any thoughts regarding a transportation trail on Summit Creek Drive.

5. Policies, Procedures and Disclosures

a. City Park, Pavilion and Trail Use Policy

Minutes:

Mayor Pray would like to adopt the rules that were discussed during a previously held city council meeting and that are included on the Pavilion Reservation Form. It is her hope that the council would look at possibly re-wording the portion of the form that prohibits overnight camping.

b. Conflict of Interest Disclosures

Minutes:

Conflict of Interest Disclosure Statements have been sent to all council members and staff. Completed forms should be given to the City Recorder.

c. Employee Policy Manual

Minutes:

Tabled

6. Report on "Meet the Candidates" Night

Minutes:

Mayor Pray expressed she felt the meeting was both good and bad. Senator Bramble did a wonderful job. She has heard some feedback from a few residents that many of the questions submitted on Slido were not asked.

Council Member Malkovich added a link was included in this weeks city newsletter to the recorded meeting. The questions submitted on Slido were distributed to each of the candidates and they were encouraged to answer them.

7. Responses to letter from the Mayor

Minutes:

Mayor Pray mentioned a letter was sent from her to all the residents in the city explaining why the city is experiencing an increase in attorney fees. Some residents appreciated the letter and have expressed that it helped clear up some questions. However, later in the week a letter was mailed out to the residents, by a resident in which they expressed their opposition to the letter mailed out by the city.

Council Member Malkovich mentioned she had residents contact her that felt the letter sent by the Mayor was clear and concise.

Council Member Ottley agreed that the letter sent by the mayor was appropriate. He feels the letter that was sent later in the week by a resident, does not warrant a response as there was not a name on it.

Council Member Pratt conveyed there is far less conspiracy that some may think is

going on.

8. Appointment to South Utah Valley Municipal Water Association Board and Mt. Nebo Water District

Minutes:

Mayor Pray informed the council Mark Bracken who has been serving on both the SUVMWA Board and Mt. Nebo Water District Board, is leaving to go on an LDS mission.

Council Member Pratt agreed to serve on both of the boards.

9. Public Works Update-Corbett Stephens

a. Water Line Replacement Project Phase 1 and 2A

Minutes:

Mr. Stephens reported the contractors are still working on finishing up the punch list.

b. Road Projects

Minutes:

The contractors are still working on finishing up the punchlist that has been given to them.

c. Snow Removal

Minutes:

Mr. Stephens reported the salt storage is full of salt and the equipment is ready to go.

Council Member Ottley noted he was out plowing this morning and everything seems to be working well.

10. City Council Reports

a. Council Member Kynaston

Minutes:

Council Member Kynaston reported that are not plans for chipping this fall. Chief Northup indicated that if the weather clears up,, dumpsters will be brought in for green waste and brush. The dumpsters will be strategically placed throughout the city.

b. Council Member MacArthur

Minutes:

Council Member MacArthur reported the last district meeting had been cancelled.

c. Council Member Malkovich

Minutes:

Utah Lake Commission- Council Member Malkovich reported there are a number of things going on the lake right now. Information on events can be found on the

Utah Lake website.

Emergency Management- An emergency management meeting is scheduled for the end of the month.

City Communication- Council Member Malkovich reported the Facebook community page was started to be a resource for citizens. The page has never been censored, but it has gotten to the point residents are calling the sheriff about other residents. Council Member Pratt felt it is unfortunate that a resident felt the need to call the sheriff. Council Member Malkovich hopes people would self regulate.

d. Council Member Ottley

Minutes:

Council Member Ottley mentioned the first meeting for the 911 district will be held later in the week.

The new solid waste transfer station is moving forward. The district is also looking at harvesting methane gas.

e. Mayor Pray

Minutes:

SESD- Mayor Pray noted SESD recently instituted a new rate increase. The district is looking at planning for the future and is hoping to install some redundancy. The new rate increase may not provide as much income as they originally had hoped. Council Member Pratt expressed some frustration with how the district implemented their new billing. Council Member Ottley mentioned solar customers are receiving two bills from the district.

11. Possible Items for Upcoming City Council Meetings

Adjourn

The work session of the City Council of the City of Woodland Hills was adjourned at 7:45 p.m.

City Council Meeting

Call to Order- Mayor Pray

Mayor Pray called to order the city council meeting of the Woodland Hills City Council at 7:50 p.m.

Pledge of Allegiance: Council Member MacArthur

Invocation: Council Member Kynaston

Public Comment

During this time, members of the public and staff may address the City Council regarding any items within the subject matter jurisdiction of the City Council. Comments from the audience will be limited to two (2) minutes per speaker; unless authorized by the Mayor, the time limit may not be extended by utilizing another member's time. There will be no debate or action on items not listed on the agenda.

12. Public Comment

Minutes:

WayneFrandsen- Mr. Frandsen mentioned there was almost an accident in the round about the other day. The foilage of the landscaping has gotten to the point that it is difficult to see on coming traffic.

Consent Agenda

13. City Council Minutes from August 24, 2021 City Council Meeting

Minutes:

Motions: Council Member Ottley made the MOTION to adopt the minutes and financials as presented.

Second: Council Member MacArthur seconded the motion.

Vote: Motion passed uananimously.

14. City Council Minutes from September 14, 2021

Minutes:

Motions: Council Member Ottley made the MOTION to adopt the minutes and financials as presented.

Second: Council Member MacArthur seconded the motion.

Vote: Motion passed uananimously.

15. July 2021 City Finanacials

Minutes:

Motions: Council Member Ottley made the MOTION to adopt the minutes and financials as presented.

Second: Council Member MacArthur seconded the motion.

Vote: Motion passed uananimously.

16. August 2021 City Financials

Minutes:

Motions: Council Member Ottley made the MOTION to adopt the minutes and financials as presented.

Second: Council Member MacArthur seconded the motion.

Vote: Motion passed uananimously.

Business and Discussion

17. Swearing in of Rachel Skinner as EMT Captain

Minutes:

Chief Northup expressed to the council that he is thrilled and the department is lucky to have Rachel Skinner serve as the EMT Captain.

Captain Karen Boothe with the Salem EMT Department stated the city is fortunate to have Ms. Skinner. Ms. Skinner energetic and very enthusiastic.

Mayor Pray administered the oath of office.

18. City Park, Pavilion and Trail and Use Policy

Minutes:

Motion: Council Member Malkovich made the MOTION to approve the City Park and Pavilion reservation form proposed to the council.

Second: Council Member Ottley SECONDED the motion.

Vote: Motion passed unanimously.

19. Employee Policy Manual

Minutes:

Tabled

20. Traffic Control on Summit Creek and Woodland Hills Drive

Minutes:

Mayor Pray will move forward administratively.

21. New Type III/Type I Fire Truck- Budget Line Item # 4850

Minutes:

Council Member Malkovich asked if the council was voting on the funding options.

Chris Helvey indicated the council is only being asked to make a motion on approving the purchasing of a new truck.

Motion: Council Member Pratt made the MOTION to APPROVE the signing of the purchase order.

Second: Council Member Kynaston seconded the motion.

Vote: Motion passed unanimously.

Adjourn

The City Council Meeting of the City of Woodland Hills City Council was adjourned at 8:05 p.m

Zoom Meeting Information

Join Zoom Meeting

<https://zoom.us/j/4186586561?pwd=aDI3NTRzOWVwbG8zdXNCNmVadE03QT09>

Meeting ID: 418 658 6561

Passcode: WH2021CC

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