

A work session and the regular meeting of the Farr West City Council was held on March 2, 2023 at 7:00 p.m. at City Hall. Council members present were Mayor Ken Phippen, Boyd Ferrin, Dave Chugg, Josh Blazzard and Katie Williams. Janelle Leatham was present for the work session and then asked to be excused from the regular meeting.

Planning Commission members present were Geneva Blanchard Lyle Earl and Lou Best. Staff present was Lindsay Afuvai, Andrea Zweifel, Nate Carver, Dave Bunderson, Mick Holmes, Cody Cardon and Attorney Liam Keogh. Visitors present were: see attached list.

6:00 pm – Work Session to discuss personnel policies and procedures

Dave Chugg stated he had some questions he would like answered regarding the personnel policies and has asked Cody to present what he had found when looking at the personnel policies. Cody stated Councilman Chugg asked what percentage of the budget went to employee wages and benefits and that it is 36% of the budget. Cody stated that regarding the policy, if it is not in writing, it does not exist. For example, because it is not in writing, there are no department heads and no employees have ever been designated exempt or non-exempt. City Attorney Keogh stated he felt employees themselves should be designated as exempt or non-exempt rather than the position in the policy. Cody then talked about overtime and said that because our employees are non-exempt, they should be getting overtime or comp time for anything over 40 hours. Cody also stated that we are in violation of the fair labor standards act by not keeping timecards for all the employees. Boyd Ferrin asked Liam what the best approach would be to update the personnel policies. Liam said he could provide the county's policies but recommended also getting copies of other cities as well. Cody stated he felt that it would be better for the city to hire an HR professional to update the policies. Cody recommended hiring the HR professional from Riverdale to look at our policies, update them and bring them back to the city attorney and council. Boyd asked Liam if he felt that we should start with the County's and neighboring cities policies or start with a HR professional. Liam stated he felt that is a good approach and then once reviewing those, an HR professional could be brought once something is put together to review. Josh recommended that this start with Liam and the personnel committee and then have them bring back information for another work session.

Regular Meeting

Call to Order – Mayor Ken Phippen

Mayor Ken Phippen called the meeting order.

#1 - Opening Ceremony

a. Pledge of Allegiance

Katie Williams led in the Pledge of Allegiance.

b. Prayer

Boyd Ferrin offered a prayer.

#2 – Comments/Reports

a. Public Comments

There were no public comments.

b. Report from Planning Commission

Geneva Blanchard reported the Planning Commission held a work session discussing the landscaping ordinance in the commercial zone to incorporate more water-wise solutions. The Commission then recommended the appointment of Darren Roylance and Brandon Whitesides as full members to the Planning Commission. Geneva then stated there will be a work session next week to discuss the patio homes ordinance as part of the moderate-income housing plan.

#3 – Business Items

a. Consideration approval of business licenses – Liberty Hill Landscapes
White Pine Engineering LLC

Ben Childs was present requesting approval of a business license for Liberty Hill Landscapes. Boyd asked if there is anything as part of this business that would change the look or feel of his home. Mr. Childs stated it would not affect his home.

BOYD FERRIN MOTIONED TO APPROVE A BUSINESS LICENSE FOR LIBERTY HILL LANDSCAPES. JOSH BLAZZARD SECONDED THE MOTION. A ROLL CALL VOTE WAS TAKEN WITH KATIE WILLIAMS, BOYD FERRIN, JOSH BLAZZARD AND DAVE CHUGG ALL VOTING AYE. MOTION PASSES UNANIMOUSLY.

Jackson Sagers was present requesting approval of a business license for White Pine Engineering LLC. Mr. Sagers commented this would be a temporary license for him until they move into an office building.

DAVE CHUGG MOTIONED TO APPROVE A BUSINESS LICENSE FOR WHITE PINE ENGINEERING. JOSH BLAZZARD SECONDED THE MOTION. A ROLL CALL VOTE WAS TAKEN WITH DAVE CHUGG, JOSH BLAZZARD, BOYD FERRIN AND KATIE WILLIAMS ALL VOTING AYE. MOTION PASSES UNANIMOUSLY.

b. Consideration and action the Farr West City property landlease RFP

Katie Williams stated the RFP would be for proposals to use the property as parks, open space or recreational facilities with a lease option for the applicant.

KATIE WILLIAMS MOTIONED TO APPROVE THE RFP FOR THE FARR WEST CITY PROPERTY LANDLEASE. JOSH BLAZZARD SECONDED THE MOTION. A

ROLL CALL VOTE WAS TAKEN WITH DAVID CHUGG, JOSH BLAZZARD, BOYD FERRIN AND KATIE WILLIAMS VOTING AYE. MOTION PASSES UNANIMOUSLY.

- c. Consideration and action on the appointment of Darren Roylance and Brandon Whitesides to the Planning Commission

BOYD FERRIN MOTIONED TO APPOINT DARREN ROYLANCE AND BRANDON WHITESIDES TO THE PLANNING COMMISSION AS FULL MEMBERS. JOSH BLAZZARD SECONDED THE MOTION, ALL VOTING AYE. MOTION PASSES UNANIMOUSLY.

- d. Set a deadline or application submittals and schedule interviews for Planning Commission vacancies

The City Council discussed the dates for accepting applications, holding interviews and the appointment of new members.

BOYD FERRIN MOTIONED TO ACCEPT PLANNING COMMISSION APPLICATIONS UNTIL MARCH 15 AND SCHEDULE INTERVIEWS IN BETWEEN MARCH 15 AND APRIL 6TH WITH APPOINTMENT OF NEW MEMBERS ON APRIL 6, 2023 AT 6 PM. KATIE WILLIAMS SECONDED THE MOTION, ALL VOTING AYE. MOTION PASSES UNANIMOUSLY.

#4 – Consent Items

- a. Motion – Approval of minutes dated February 16, 2023

BOYD FERRIN MOTIONED TO APPROVE THE MINUTES DATED FEBRUARY 16, 2023. JOSH BLAZZARD SECONDED THE MOTION, ALL VOTING AYE. MOTION PASSES UNANIMOUSLY.

- b. Approval of bills dated March 1, 2023

KATIE WILLIAMS MOTIONED TO APPROVE THE BILLS DATED MARCH 1, 2023. JOSH BLAZZARD SECONDED THE MOTION, ALL VOTING AYE. MOTION PASSES UNANIMOUSLY

- c. Assignments and direction for Planning Commission

There were no further assignments for the Planning Commission. Josh Blazzard recommended setting up joint work sessions periodically to keep the City Council as part of the discussions on new ordinances.

#5 – Mayor/Council Follow-up

a. Report on Assignments

Katie Williams reported on the park committee, commending Lyle Earl on all the work he put in on applying for a grant for an ADA ramp at the pond at Smith Family Park. Katie then reported we heard back on the RAMP grants, and we were not awarded any of the funding on our applications. Mayor Phippen stated we need to work more on our matching funding. Katie then stated the Easter Egg Hunt is scheduled for Saturday, April 8 at Mountain View Park.

Boyd Ferrin reported Weber Fire District is offering an opportunity for city staff or the community for CPR training and certifications. Boyd then thanked Cody for bringing the holes in the personnel policy to our attention and suggested we allow the mayor to put Liam to work on gathering information and put a dry run together and go from there on updates to the policy.

Josh Blazzard reported on the Central Weber Sewer District board meeting and that he is working with Dave Bunderson on signage for the corner on Harrisville Road in regard to the emailed the City Council received from a concerned citizen.

Dave Chugg reported there is a development group under contract for the Papageorge property that would connect near Associated Foods. Dave stated they asked if the city would be willing to create an RDA on that property to help fund the development and construction of the road. Dave then reported there is a meeting scheduled with the Colmena Group regarding road connections between Farr West City and Pleasant View City.

Mayor Phippen reported on the Bona Vista board meeting stating that connection fees are going to be reconsidered. Ken then reported on the WACOG meeting and different things that might affect cities coming out of the legislature. Ken then stated the Farm Bureau baby animal day came and met with the park committee and have applied for an event in April.

#6 – Adjournment

AT 7:40 P.M., JOSH BLAZZARD MOTIONED TO ADJOURN THE MEETING. DAVE CHUGG SECONDED THE MOTION. ALL VOTING AYE.

Lindsay Afuvai, Recorder

Ken Phippen, Mayor

Date Approved: _____