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**ELK RIDGE
CITY COUNCIL MEETING
March 27, 2012**

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TIME & PLACE
OF MEETING

This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for **Tuesday, March 27, 2012, at 7:30 PM**; this was preceded by **a City Council Closed Session**.
The meetings were held at the Elk Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah.

Notice of the time, place and Agenda of these Meetings was provided to the Payson Chronicle, 145 E Utah Ave, Payson, UT, and to the members of the Governing Body, on January 20, 2012; & an Amended Agenda on 3-26-2012.

6:00 PM –

CITY COUNCIL CLOSED SESSION:

ROLL

Mayor: Hal Shelley; *City Council:* Erin Clawson, Weston Youd, Nelson Abbott, Brian Burke & Paul Squires; *Building Official/Public Works:* Corbett Stephens

Discussion of Personnel Competence

Mayor Hal Shelley closed the work session at 7:40 p.m.

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ROLL

Mayor: Hal Shelley; *City Council:* Erin Clawson, Weston Youd, Nelson Abbott, Brian Burke & Paul Squires; *Building Official/Public Works:* Corbett Stephens; *Sheriff:* Deputy Butters; *Pubic:* Lucretia Thayne, Wendy Jones & Scout Mason Jones; *and the city Recorder:* Janice H. Davis

OPENING REMARKS
PLEDGE OF
ALLEGIANCE

An invocation was offered by Lucretia Thayne; and Scout Mason Jones led those present in the Pledge of Allegiance, for those who wished to participate.

AGENDA TIME
FRAME

**WESTON YOUD MOVED, SECONDED BY ERIN CLAWSON, TO APPROVE THE AGENDA TIME FRAME, ADJUSTING THE START TIME TO 7:40 PM.
VOTE: YES (5) NO (0)**

PUBLIC FORUM

The Mayor invited anyone present to bring before the Council any items they would like to discuss that was not already on the Agenda. No one responded.

0:2:55
ROAD CROSS
SECTIONS

*Planning Commission Recommendation:
(Cory Pierce was present representing LEI)*

Brief History:

On January 24, 2012, the City Council made the following motion:

**“WESTON YOUD MOVED, SECOND BY ERIN CLAWSON, TO DIRECT THE PLANNING COMMISSION TO AMMEND THE CONSTRUCTION STANDARDS TO INCLUDE A 28’ AND A 30’ CROSS SECTION IN OUR DESIGN STANDARDS.
VOTE: YES (5) NO (0)”**

(From the Staff Report, dated 3-27-2012)

“The Planning Commission is not in favor of creating additional road cross section standards which reduce the width of asphalt for the reconstruction of existing roads or construction of new roads for the following reasons:

- On-street parking – the standard road cross section with 34’ allows parking on both sides of the street; which doesn’t impede the flow of traffic. A reduction of asphalt width may eliminate the possibility for parking on both sides of the street and/or cause traffic congestion;
- Emergency vehicle access – a road cross section with reduced asphalt width and on-street parking may affect emergency vehicle accessibility and create a public safety hazard;
- Road alignment – reconstruction of Escalante Drive with a reduced asphalt width would create inconsistent roadway widths on the north and south sides of the intersection with Park Drive.

Recommendation:

“The Planning Commission agrees that a reduced road cross section for reconstruction of Escalante Drive is appropriate for the preservation of the existing trees and that pedestrian circulation is a high priority. Therefore, the Planning Commission recommends that Escalante Drive be reconstructed with the standard thirty-four (34’) feet of asphalt and pedestrian sidewalks, but without the ten (10’) feet of planters along both sides of the road.”

Cory Pierce:

Mr. Pierce read through the main points of the staff report from Adam Castor; he also passed out street maps of Escalante to the Council.

Issues:

- Existing trees
- Asphalt is not centered in the right-of-way; it is shifted to the west
- The recommendation is different than anything else in the City (sidewalks with no planters)

Comments:

0:07:06

Nelson Abbott: The Council had not even addressed sidewalks. (Mr. Pierce: He added that there are no sidewalks to connect to.) He felt that if sidewalks were added to the plans that the residents would not be willing to pay for that.

Mayor Shelley: He felt the Council should return to the direction given to the Planning Commission to create the cross sections; appreciating the concerns they have identified. The direction given was based on the amount of planning and contact the Council has had with the citizens on S. Escalante Drive.

Nelson Abbott: The Council has the option to accept, reject or modify recommendations from the Planning Commission.

Weston Youd: We can go ahead with the 28’ or 30’ of asphalt cross sections.

Mayor Shelley: This is what was initially planned; and this action could be identified as specifically for S. Escalante Drive, or for existing roads...whatever it takes so it does not become a precedent somewhere else.

0:08:45

Cory Pierce: He felt the caveat could be placed that these cross sections could only be applied as approved by the City Council.

Weston Youd: He agreed that the City Council should make sure that this would not go contrary to the City’s General Plan.

City Recorder: Developers should not be able to come in and think that they can install sub-standard road widths.

Nelson Abbott: The current road width standards seem to assume that Elk Ridge will become much bigger than it has the ability to be; the roads should fit the size of the City. The traffic anticipated for the size roads the City has planned “is just not going to happen”. (E. Salem Hills Drive is an example: the standard has this road with a 66’ right-of-way; which requires 42’ of asphalt) “We are never going to have that kind of traffic; I honestly wonder...the way our roads are classified...if we have over compensated. It is great to have wide roads; but” he wondered if they need to be the added width to handle a lot of traffic.

Weston Youd: Even with the 34’ (without the planters and the sidewalks) we still lose those trees”. Even at 28’ or 30’, a significant portion of the trees would be lost. He asked if the Council could simply move forward with this.

City Reorder: She reiterated what Council Member Abbott said about “accept, deny or change” the Planning Commission’s recommendation. If the Council decided to deny or change the recommendation, then they may direct the engineer as they see fit.

Nelson Abbott: “Then we have the engineer draw up the specs.”

(Council Member Youd agreed that was the direction to go; reminding that these cross sections should be designated specifically for existing roads...on a case-by-case basis.)

Council Member Abbott continued: He pointed out that the wider the roads; the more water is generated... (Council Member Clawson added that wider roads also generate higher speeds.)

Mr. Pierce: Though he appreciates the concern with parking, he would have an added concern with the steeper topography and driveways on the east side of the street...widening the road too much and keeping it flat would also necessitate dealing with the existing accesses (driveways).

The closer it can be kept to the existing asphalt, the fewer issues there will be with the driveways.

Nelson Abbott: “It will be wider than it is now, no matter what width we go with.” He said he failed to see an issue with future parking...he drives the road currently.

WESTON YOUND MOVED, SECONDED BY NELSON ABBOTT, TO INSTRUCT THE ENGINEERS TO MOVE FORWARD WITH A 28’ CROSS SECTION AND A 30’ CROSS SECTION; TAKING INTO ACCOUNT THE CONCERNS OF THE PLANNING COMMISSION; AS WELL AS PLACING THE STIPULATION THAT THESE CROSS SECTIONS MAY ONLY BE APPLIED TO EXISTING ROADS THROUGHOUT THE CITY AND NOT TO NEW DEVELOPMENT; AND ONLY WITH CITY COUNCIL APPROVAL

VOTE: YES (5)

NO (0) Passed 5-0

0:14:32

N. HILLSIDE DR.

Access to Cloward Property:

Corbett Stephens explained that there is an issue with the north end of Hillside Drive (adjacent to the Fitzgerald lot) where it accesses Burke Coward’s vacant land. Eventually, the Master Plan indicates that Hillside Dr. will extend northwest to connect onto Elk Ridge Drive; but currently it ends in a temporary turn around. Cowards do not want the traffic crossing onto their land and would like for the City to place a barricade up to block traffic; Fitzgerald’s are also in favor of a barricade. (The Mayor suggested reflectors, as well.)

Nelson Abbott: He is fine with blocking the road as long as emergency vehicles still have access. (Mr. Stephens has spoken to Chief Wait about this and he has no problem with the proposal; he would also like to block off Salem Hills Drive, at least in the winter.)

Corbett Stephens: He proposed placing concrete blocks at the end of the temporary turn around at the north end of Hillside Drive. He would like Council support in doing this. (This was done at the end of N. Canyon View Drive at one point.)

WESTON YOUD MOVED, SECONDED BY ERIN CLAWSON, TO AUTHORIZE CORBETT STEPHENS TO CLOSE OFF THE NORTH END OF HILLSIDE DRIVE; WITH REFLECTORS
VOTE: YES (5) NO (0)

0:21:56
COMMITTEES –
DISCUSSION

Code Enforcement:

There is a real need to have a Code Enforcement Officer and/or a Committee. There are codes in place and the Council needs to decide how the issue of enforcement will be handled. This has been put off too long.

Erin Clawson: She agreed that the process is fine; it is the follow through that does not take place.

Mayor Shelley: There are options:

- Hire someone as a Code Enforcement Officer
- Appoint someone

(Council Member Abbott wanted clarification as to how to approach the process; is the City “looking for a fight? Or do we wait for the fight to come to us?”)

Nelson Abbott: He feels that if no one is concerned about a violation, then it is a “non-issue”. If a citizen is willing to admit to having an issue and actually files a complaint...then that should be dealt with.

He suggested going back to advice given by David Church at one point: to go after the most severe violations first and move onto the next ones. Many of the violators will see the example and come into compliance on their own. Some violations are a matter of not knowing the code or what is expected.

Brain Burke: He asked if landscaping violations were the major concern right now. (The Mayor responded that it is likely the common one. Animal issues are at the forefront as well.)

As he was out campaigning, he heard the landscaping issues over and over. Do the codes need to be reviewed?

The Council Members who have been on the Council for a while and Council Member Squires (former Planning Commission Member) feel the current Codes is good and the procedure is also good; it is a matter of enforcement.

Mayor Shelley: He did suggest the code should be reviewed to be more familiar with it.

Nelson Abbott: He mentioned one part of the code that should be considered: Buildings under construction for a long period of time are in violation. He cautioned that the City needs to be aware of this in relation to the Public Works Building. He feels parts of the Code need to be refined. If laws are broken, our Deputy Sheriff is an enforcement officer.

Deputy Butters: He clarified that if there are animal issues; these are designated as “crimes”; zoning violations are not designated as crimes. Anything not designated as a crime and an ordinance exists that deals with it; then it is the City’s responsibility to deal with the violation. Anything designated as a “crime” is his responsibility to deal with. He would still go with an enforcement officer to talk to an individual citizen.

Weston Youd: He suggested advertising in the City newsletter for a volunteer for a Code Enforcement Officer.

Mayor Shelley: He recommended that this should be a position that is compensated. It is not going to be an easy position to fill.

Deputy Butters: He advised that it works better to have a code enforcement officer from another city. They can avoid accusations of “playing favorites” and can be more unbiased. Perhaps Elk Ridge could partner with Woodland Hills or another community near by.

Mayor Shelley: The amount of compensation needs to be determined. He asked about the amount being paid to Ray Brown (former Code Enforcement Officer for Elk Ridge) by Woodland Hills.

Weston Youd: He suggested keeping it simple: like \$10/hour...not to exceed 15 hours per week.

*Council Member Burke agreed to contact other nearby cities to find out what they pay and what they do and if anyone is interested in sharing an officer or if they have anyone for hire.

*Paul Squires is to write an article for the newsletter regarding the dates for landscaping and the need to comply with the code. He is also supposed to visit with the Mayor on this.

Commercial Businesses:

Mayor Shelley: The Mayor has approached Dennis Dunn to see if he would be interested in heading up a committee for economic development; to get something moving in that direction.

- He would like to review current zoning and how that would be impacted.

- He suggested looking at potential option to bring in business to Elk Ridge

This has been looked at and postponed and he wants to bring it back to the fore front.

He would like recommendations for individuals that would effectively serve on this committee.

*Council Member Youd would like to over-see the committee. He is interested in this topic.

The Council agreed that there should be a Member of the Council involved.

1 0:36:19

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3 RECYCLING
4 UPDATE

Nelson Abbott: He had two handouts from Allied Waste re:
- A flier to go into the Newsletter
- General Information about item to recycle (Scouts to take around)
Austin McCarthy (Scout doing Eagle Project to assist in informing the residents) has turned in papers to the Eagle Board; but has not heard back from them yet.

8 0:30:26
9 CITY CENTER
10 SITE PLAN

Mayor Shelley: The Mayor has handed out floor plans from Eagle Mountain’s former City Center and has asked that the Council make suggestions to get a concept plan for Elk Ridge’s future City Center. He would like the Council to look at this in the next two weeks.
City Recorder: What we really need for now is an approval on just the façade of the buildings so that same “theme” can be carried to the completion of the Public Works building.

Brian Burke: He pointed out that the plans for the Public Works building should have included the façade.
Mayor Shelley: That is the object at this time...to match the future City Center. Hopefully, the current City Hall could go along with the same look.

The site plan is important to know what to plan for the surrounding park area. This information is needed by Robert Nelson to be able to propose an agreement for grading.

Erin Clawson: She likes the Elk Ridge sign...stone and logs/beams...a rustic look.
(Council Members Abbott and Youd agreed.)

Nelson Abbott: He is concerned about the look of the Public Works building without added roof lines.

Mayor Shelley: The Mayor said Ken Harris is willing to do the concept plan for the City and that he has ideas about how to restructure the lines of the building to make it look good and still continue with the functionality needed. The Council advised the Mayor to try to see if Mr. Harris would assist the City for \$500 or less; then the Mayor can just go ahead without the Council’s approval.

*The Mayor will contact Mr. Harris.

Corbett Stephens: (Site plan re: earth work)

There has been discussion about two soccer fields and perhaps a baseball field...what does the Council want? He has looked at the topographical maps provided by LEI and all of it may not work. Soccer fields will work; depending on how they are laid out. (He spread out the map on the Council table for the Council to see what he is talking about.)

Discussion of the topography and possible alignment of the parking lot(s), soccer fields, playground area, etc.)

After discussion, it was decided:

- That the Council would like to see two soccer fields (perhaps parallel to each other)
- The Mayor suggested keeping the parking in one general area to be able to access the City Center as well as the park

*Mr. Stephens will rework the site plan with parking and the alignment of the soccer fields and have it available for the Council.

*This is to be on the next Council Meeting agenda.

41 1:01:11

*Council Member Clawson would like the Council to consider how best to utilize the Park Impact Fees. She wants to bring all of the ideas together.

44 SANDBAGS FOR THE
45 CITY

Paul Squires: The City can get sandbags from the County for very little cost; the City would have to provide the sand and a place to store them (since they break down rather quickly out in the open).

Nelson Abbott: The LDS Chapel (Alpine Chapel) has sandbags stored; the Young Men filled about 200 or so. It would be good to have more available. There are other Chapels with storage sheds.

Corbett Stephens said he has about 1,000 sandbags available and there is sand on the west side of the City Salt Shed.

*Mayor Shelley will contact the Stake President about storage.

51 1:05:58
52 GOVERNMENT
53 FINANCE
54 TRAINING

City Recorder: Curtis Roberts (City Finance Director) is planning on coming 4/3 for training in the evening; which he would incorporate with his quarterly visit to see to the budget and general finances of the City. Would a Saturday morning be better?

It was decided to meet with Mr. Roberts on April 3, 2012, from 6:00 to 8:00 PM.

(Council Member Abbott may have a conflict; but he has been to other training sessions with a previous Council.)

58 1:07:45
59 CITY COUNCIL
60 MINUTES

City Council Minutes of 2-28-2012:

NELSON ABBOTT MOVED, SECONDED BY BRIAN BURKE, TO APPROVE THE CITY COUNCIL MINUTES OF FEBRUARY 28, 2012; WITH CORRECTIONS

VOTE: YES (4) NO (0) ABSTAIN (1) ERIN CLAWSON (She was not present at that Meeting.)

City Council Minutes of 3-21-2012:

NELSON ABBOTT MOVED, SECONDED BY PAUL SQUIRES, TO APPROVE THE CITY COUNCIL MINUTES OF MARCH 21, 2012, AS PRESENTED

VOTE: YES (4) NO (0) ABSTAIN (1) ERIN CLAWSON (She was not present at that Meeting.)

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1:10:45

RATIFY POLLED
VOTE – CHIP SEAL

After the meeting regarding an improved method of laying chip & seal, with an improved product that consists of smaller aggregate and a “fog seal” over the top; it was decided to try the method out on Park Drive on the section between Elk Ridge Drive and Escalante Drive. Crestview Estates, Plat A has paid the City over \$24,000 to take care of repairs on Park Drive and this money could be used to chip & seal this section. Mr. Stephens will go to the developers and let them know. The cost is less expensive than what was planned.

He spoke to Kent Fowden (Payson City’s Public Works Director) to join in on the order; if we don’t use it all that is okay; but if we decide to use more, the order is in at today’s price.

Mr. Stephens also spoke to Glenn Cole (Loafer Recreation Association) regarding the road work they want to do on the road beyond the gate...about 80,000 square feet.

Mayor Shelley had polled the Council to get a vote in time to be able to meet the deadline to join in on the order for chip & seal.

MAYOR SHELLEY POLLED THE COUNCIL ON THE VOTE TAKEN PREVIOUSLY REGARDING CHIP & SEAL:

PAUL SQUIRES-AYE, ERIN CLAWSON-AYE, WESTON YOUD-AYE. NELSON ABBOTT-AYE & BRIAN BURKE-AYE (5) Passed 5-0

The Mayor would like to see an on-going rotation system for the City roads. Council Member Youd does not want to see any other project get in the way of Escalante Drive.

Mr. Stephens told the Council that any chip & seal would not be started until after July 1, 2012.

1:15:30

EXPENDITURES

General - None

A. *Check Registers & Payroll for January – February, 2012:*

No comments.

ERIN CLAWSON MOVED, SECONDED BY NELSON ABBOTT, TO ACCEPT THE CHECK REGISTERS AND PAYROLL REGISTERS FOR JANUARY AND FEBRUARY, 2012

VOTE (POLL): PAUL SQUIRES-AYE, ERIN CLAWSON-AYE, WESTON YOUD-AYE. NELSON ABBOTT-AYE & BRIAN BURKE-AYE (5) Passed 5-0

1:16:04

B. Community Safety Fair:

Erin Clawson: On April 28, 2012, the City is hosting a Public Safety Fair. Involved:

- Fire Dept.
- EMS Dept.
- Utah County Sheriff’s Dept..

Air Med is coming to land the helicopter and to give tours.

*Council Member Clawson will get an announcement to Mary Preece for the Newsletter. *(The Mayor said he would include that information as part of his message.)*

The Sheriff’s Dept. is bringing their “command center” and they will be doing K-9 demonstrations. (Volunteers are needed)

Mountain View Hospital is coming to do health screenings...free of charge.

It is supposed to be a great event. There will be a cost associated with fliers to advertise it. Council Member Clawson was encouraged to keep the cost down and to just do what needs to be done.

NON-AGENDA ITEMS

1. Erin Clawson: There is a Chairperson for the City Celebration Committee: Natalie Anderson. She will be present at the next Council Meeting. Please have any ideas and suggestion for her at that time.

2. *“Do You Know”*: The Mayor has been trying to collect information for spot – lights on events and people in our Community to mention in the Newsletter.

3. *“To Do List”*: Corbett Stephens asked for help in gathering a list of things that the Council sees that needs to be done around the City. He asked that these things be emailed to him.

ADJOURNMENT

The Mayor adjourned the meeting at 8:00 p.m.

City Recorder