

**WEST POINT CITY COUNCIL MEETING**  
**3200 West 300 North**  
**September 7, 2010**  
**6:00 P.M.**

Minutes for the administrative session and regular West Point City Council Meeting held at the West Point City offices at 3200 West 300 North, West Point, Utah, with Mayor Erik Craythorne presiding.

**MAYOR AND COUNCILMEMBERS PRESENT:** Mayor Erik Craythorne, Councilman Andy Dawson, Councilman Kent Henderson, Councilman Gary Petersen,

**CITY EMPLOYEES PRESENT:** City Manager Gary Hill, Assistant City Manager Tom Hanson, City Engineer Boyd Davis, City Recorder Amy Jensen,

**VISITORS PRESENT:** Mrs. Joann Stoddard and Mrs. Patti Seffker of the Youth Council and Mrs. Lauralee Stevenson of the Standard Examiner

**Excused:** Councilman Roger Woodward and Councilman Jerry Chatterton

**ADMINISTRATIVE SESSION**

**1. 4<sup>th</sup> of July Budget Results**

Mr. Tom Hanson said the City staff was able to come in under budget with the 4<sup>th</sup> of July activities. There is a \$4700.00 credit that will be put in next year's budget. It has been earmarked for the fireworks display.

Mr. Blair Dahl has donated \$1000.00 to next year's fireworks and the staff hopes through various requests others will donate as well and the City can afford a fire work show.

Mr. Petersen asked if there will be any major changes after the committee discussed this year's one day event.

Mr. Hanson said it will be a single day event again and the committee is excited about that. There will be a few changes to the stage events and he wants to add a straw dive for the kids.

Mr. Henderson asked about the 5k \$300.00 budget. The final figure shows they went over budget.

Mrs. Joann Stoddard said there were more drinks and prizes used than originally planned, so they reflected that cost in the final expenses so they can better prepare for next year.

Mr. Petersen said he would like to see the 5k and Mr. Henderson given the resources they need each year because it is a very popular event in the celebration.

Mr. Hanson said a port-a-potty has been planned for the 5k route.

Mrs. Jensen asked how the dinner went regarding the sign that asked for donations.

Mrs. Stoddard said many residents donated and she tried to keep people from feeling obligated.

Mr. Hill said the committee talked quite a while about how to best handle that situation so no one feels obligated, but a chance to help with the cost of the dinner is there. He thought having the donation jar may be better at the end of the line.

Mrs. Stoddard said all of the money collected was put in the budget as planned.

Mr. Hanson asked the Council if they come up with any suggestions to e-mail him.

Mr. Petersen said he would like to see a high school band invited to come and perform. Especially in the parade.

## 2. Council Conference & Training budget

Mr. Gary Hill said he apologized first of all for not having the money spent on conferences and trainings from the last few years available tonight. He wanted to show the Council the amount of money that has been spent on conferences and training. He will get back with them on those at a later date. There is \$5200 in the budget for this fiscal year, which is meant to include 1 offsite event including a hotel such as a Utah League of Cities and Towns conference or a council retreat, plus 1 other conference or meeting depending on the money left. He said they could probably go to the ULCT Spring conference and then have an on-site council retreat.

Mayor Craythorne said he agrees with going to the Spring ULCT conference and having an on-site retreat. He wants to support the ULCT.

Mr. Hill said there should also be enough to send a few people to the Fall ULCT conference or something similar.

Mayor Craythorne said he went to the Fall Conference last year and really enjoyed it.

No one would be attending the Gala, which is unfortunate but cannot be helped with the current economy.

Mr. Dawson said he would like an on-site retreat.

Mayor Craythorne said if he had to guess for the Councilman not present, he would say they would agree with the proposal.

It was announced that the Fall ULCT conference is this next week, and no one felt they wanted to go.

## 3. Youth Council Program Update

Mrs. Patti Seffker said she had 4 things to address with the Council. The first thing is the calendar she has proposed. She gave them last years to look at, but items would not change a lot. The calendar is on the application so the applicants are informed of the commitment level. Mrs. Seffker said there were a few spontaneous service projects that have been very special to the Youth. They received a few hundred books that they cleaned up and donated to English schools in Africa. The deadline for applications to be turned in is September 30, 2010. The motto for this year will be "Success is the sum of small efforts repeated day in and day out." Mrs. Seffker is excited about the past year because she said she saw a lot of growth and maturing in the youth. The second item to go over is the main project the youth will do. The 2009/2010 Youth Council held an Art Camp. They used their musical ability to plan the events. This year the YC will be allowed to pick the event again based on budget, that it serves the community and betters their character. Mr. Petersen is the YC liaison and they will stay in touch with him about it.

Mr. Petersen asked if Mrs. Seffker has decided already the dollar amount available for a project. He wondered if they wanted the Council's suggestions in that area, or if fundraising was an option to the Youth Council. Mrs. Seffker said fund raising is not permissible and she had planned to use the current budget to fund the project. She has the year mapped out and believes there will be plenty of funds.

The Council commended Mrs. Seffker on the way she has managed the budget last year.

Mrs. Joann Stoddard said the third item is the choosing of the officers. She and Mrs. Seffker propose to use the applications more than ages this year to choose them. They will talk to the youth to determine dedication levels and interests, and then decide.

The fourth item Mrs. Seffker and Mrs. Stoddard wanted to address is closely related in that the application will be more detailed so they can find out more about each applicant.

Mayor Craythorne asked what the drop off rate was as the year goes by.

Mrs. Seffker said when a few kids who wanted to be officers did not attain that position, they stopped attending. She has changed the structure this year so there is a back-up officer to each position. This way if a participant does not fulfill obligations, someone else will be given the chance. She said the drop off was not really drastic. It is interesting though that out of 36 members only about 12 come to each meeting.

Mayor Craythorne asked Mrs. Seffker how she is feeling about heading the organization.

Mrs. Seffker said she loves the position. She loves seeing the youth mature during the year. Her husband will still assist her this year, but she has found another woman to help her out who has had experience with Youth Councils in the past and is a parent of a current West Point member. Her name is Mrs. Tammy Rene'.

Mrs. Stoddard added that other parents have volunteered to help through the year.

Mr. Petersen asked if a structured parent assistant list would help.

Mrs. Seffker said she gets that at the first parent/youth meeting they have.

Mrs. Stoddard asked the Council if they were ok with the event that will be planned for the spring.

Mr. Petersen said he is fine with the idea as long as they stick to the budgeted funds.

It is planned that the 2010/2011 Youth Council will be sworn in on October 19, 2010.

Mr. Petersen added that he would like a list of the current Youth Council put in the time capsule.

#### 4. SR 193 Update

Mr. Boyd Davis said he had been asked by Mr. Gary Hill to report on the SR 193 project. He said he does not have an update on the road construction, but on the planning effort for the property around the proposed road. He said Clearfield, Syracuse, and West Point are trying to create a combined development area. The 3 Cities hope for some consistency in what takes place in the future. They also applied and received a grant for \$100,000.00 that can be used for the development. Staff from the 3 Cities met together to decide on options for the money and have come up with a plan of action. They are presenting it to the 3 City Councils for approval. The Planning Commissions from each City will create a plan and present them by the end of this year. Then a consultant will be hired with the grant money to combine the ideas. Then more of the money will be used to create a model landscape.

Mr. Dawson mentioned that a plan had been created a few years ago by Clearfield City.

Mr. Petersen suggested our Planning Commission acquire a copy of the plan Clearfield City has already created to give them ideas.

Mr. Davis said the map attached to his report is what the Planning Commission has come up with so far. It is a land use map regarding the area being studied.

Mr. Davis said the last attempt to create a plan for this area met with some opposition from residents, but this time better communication is happening and resident seem open to the suggestions.

Mr. Petersen said he feels the way UDOT is approaching the residents who will be beside the proposed West Davis Corridor is a good example for the Cities to follow. They are not predetermining the plan, but presenting options to residents. He also feels it will be essential to have answers to resident's questions about tax revenue.

Mr. Hill said Syracuse City has already spoken with residents who were very vocal about opposing this plan in the past.

The Council agrees with that approach.

Mr. Henderson is glad to hear the Planning Commissions are working together.

Mr. Davis said the Council will have the final say once the plans are combined and presented.

Mr. Gary Hill took a minute and explained that if the Council wants to change the fees for excavation permits they need to take 2 actions. They must adopt the Ordinance which approves a change to West Point City Code and approve the Resolution to amend the West Point City fee schedule. The water rate increase only needs a new Resolution changing the fee schedule. He told the Council they could choose to take action on either of the items or both.

Mr. Henderson asked if anyone has called regarding the water rate increase.

Mr. Hill said there have been a few residents who have inquired, but no real interest or comments.

Mr. Petersen said a resident questioned him about the recent water rate increase. Mr. Petersen explained to her that the Storm System fee went up, but the water fee did not. When it does in November, there will be many residents who will want to know why, and why the water went up twice.

Mrs. Jensen said there have been a few phone calls about the Storm System fee raise.

Mr. Hill said in his experience he feels residents don't complain as much about fees like culinary water as they would the storm water fee.

Mayor Craythorne reminded the Council to put the Christmas Party on their calendars for December 1, 2010 at the Gateway at 6:00pm.

Mr. Gary Hill said a resident is creating a giant thermometer to display at City Hall to track the amount donated for the 2011 4<sup>th</sup> of July firework show. The staff had an idea to print information on the water bill about donating to the firework show.

Mr. Dawson asked what the City will do if it only collects \$9000.00 for a \$15,000.00 firework show.

Mayor Craythorne said we can purchase the fireworks in any amount. It would also be possible to fund the difference with some reserve funds.

## GENERAL SESSION

**Visitors:** Wyatt Hinck, Austin Wiberg, Beckie Wiberg, Patti Seffker, Phyllis Suzuki, Payce Hoskins, and Heather Downing

**Excused:** Councilmen Roger Woodward and Jerry Chatterton

1. CALL TO ORDER

2. PLEDGE: Repeated by all

3. PRAYER: Councilman Gary Petersen

4. COMMUNICATIONS AND DISCLOSURES FROM CITY COUNCIL AND MAYOR

Mayor Craythorne thanked everyone who was involved with the 75<sup>th</sup> Anniversary Celebration. He thought it went great and he realizes how much time went in to planning it.

Mr. Kent Henderson had no comments.

Mr. Gary Petersen said the Fire District had its summer social last week. He reported that the Fire District has responded to several calls in the last few months, and they are running very well. In the last 6 months 3 new captains have been named so there will be one at every scene.

Mr. Andy Dawson asked Mr. Petersen who the captains were.

Mr. Petersen said they are John Taylor, Chris Tremea, and Brandon Stone.

Mayor Craythorne mentioned that the Fire District will be sending employees to the elementary schools to discuss safety. They dress up in clown outfits and the children really enjoy it.

5. COMMUNICATIONS FROM STAFF

Mr. Boyd Davis said at the last D & W meeting he attended they voted on increasing secondary water rates. There will be a small increase up to \$10.00 a year to residents that have a 1" line. He said most of West Point residents have a ¾" line, and their rate is staying the same. The new rate will take effect July 2011.

6. CITIZEN COMMENT

There were no comments.

7. YOUTH COUNCIL UPDATE

Mr. Wyatt Hinck and Mr. Jarom Hanson reported to the Council. Wyatt said the YC had enjoyed serving at the Senior Citizen dinner in August and had helped with the games at the 75<sup>th</sup> Anniversary Celebration. They hosted the 3 legged race, hula hoop contest, and the gunny sack races.

Jarom said the YC will have an awards ceremony on September 15, 2010 at 5:30 at City Hall. He invited the Council members to come.

Mayor Craythorne asked the young men if they were planning to sign up for the Youth Council again. They both said yes.

8. MOTION TO ADOPT ORDINANCE 09-07-2010 TO AMEND WEST POINT CITY CODE REGARDING EXCAVATION PERMITS

Mr. Boyd Davis said at the last meeting the staff proposed changes to the excavation permits because the City only has one category right now, and it does not cover all situations. The new Ordinance would create 4 categories of permits.

1. Small street excavations.
2. Large street excavations.
3. Curb, gutter and sidewalk excavations.
4. Other excavation in non-hard surface.

There were small changes to make responsibilities more generic in supervision. Mr. Davis said the fee schedule can also be changed now from time to time by Resolution and the Ordinance states that utility companies are not required to have a bond on small excavations. They must pay the fees though. Mr. Davis said Resolution 09-07-2010 is attached to the Ordinance which will set the fees in the fee schedule for both the excavations and the water rate. The staff report includes all of the fee amounts and sizes of excavations. If a new street is cut into, there will be an additional charge of \$.22 per square foot.

Mr. Dawson made the motion to adopt Ordinance 09-07-2010 to amend the West Point City Code regarding excavation permits.

Mr. Henderson seconded it.

Mr. Henderson voted yes.

Mr. Petersen voted yes.

Mr. Dawson voted yes.

9. CONSIDERATION OF RESOLUTION 09-07-2010 AMENDING THE WEST POINT CITY FEE SCHEDULE REGARDING EXCAVATION PERMITS AND CULINARY WATER RATES FOR WEST POINT CITY

Mr. Davis said because there is a Public Hearing being held on the water rate he wanted to present an overview. The Council has been discussing this issue for several months to come up with an appropriate new fee. The fee will be set with 3 tiers.

1. 0 to 6000 gallons of water will be included in the base rate of \$20.00.
2. Anything between 6000 and 10,000 will have an overage charge of \$1.25 per 1000 gallons used
3. Anything over 10,000 gallons will be \$1.50 per 1000 gallons used.

The fee schedule includes yearly fee increases, and the staff recommends tonight that the Council adopt those increases tonight so they will automatically take place each fiscal year. They have to go up to prepare the City to be in a position to bond in the future.

Mayor Craythorne said 2/3 of the residents of West Point use 6000 gallons or less each month, so the increase will be minimal to most residents. The residents that use a lot of water each month will be charged more according to usage.

Mr. Petersen said the Council takes water rates very seriously, and outside consultants have been used to raise the fees appropriately. The water system is amazingly complicated and the age of the City was taken into concern. Appropriate resources need to be available and also maintained to keep it working properly. The fee increases will be spread out across the next few years. The heavy users of the system needed to pay more to keep up with the costs.

Mayor Craythorne said this increase will make upgrading the infrastructure or water lines in the future possible. There has not been a culinary water rate increase for years.

Mayor Craythorne opened the Public Hearing.

There were no comments.

Mr. Petersen made the motion to close the Public Hearing.

Mr. Dawson seconded it.

Mr. Petersen made the motion to approve Resolution 09-07-2010 amending the West Point City Fee Schedule regarding excavation permits and culinary water rates for West Point City.

Mr. Kent Henderson seconded it.

All voted aye.

10. APPROVAL OF MINUTES FROM JULY 20, 2010 AND AUGUST 17, 2010 CITY COUNCIL MEETINGS

Mr. Henderson made the motion to approve the minutes from July 20, 2010 and August 17, 2010 City Council meetings.

Mr. Petersen seconded it.

All voted aye.

11. MOTION TO ADJOURN.

Mr. Dawson made the motion to adjourn at 7:25 pm and move into a closed session.


Mr. Petersen seconded it.

Mr. Dawson voted yes.

Mr. Petersen voted yes.

Mr. Henderson voted yes.

  
ERIK CRAYTHORNE,  
MAYOR

  
AMY JENSEN,  
CITY RECORDER



