



# HIGHLAND CITY COUNCIL BRIEF

**Tuesday, October 6, 2020**

**Agenda items were re-ordered by the discretion of the Council**

Highland City Council Chambers, 5400 West Civic Center Drive, Highland Utah 84003

This meeting will be held as outlined by the State of Utah's guidelines for the Low Risk phase for the COVID-19 pandemic. Individuals, especially those in a high-risk category, are strongly encouraged to participate in the meeting virtually via YouTube live at <http://bit.ly/HC-youtube>. If individuals participating electronically would like to make a comment during the Unscheduled Public Appearances section of the agenda or during one of the Public Hearings, they may call 1-346-248-7799 and use the Meeting ID: 820 9712 2418. Comments may also be emailed to [council@highlandcity.org](mailto:council@highlandcity.org) prior to the meeting.

## **7:00 PM REGULAR SESSION (CITY COUNCIL CHAMBERS)**

Call to Order – Mayor Rod Mann

Invocation – Mayor Rod Mann

Pledge of Allegiance – Council Member Scott L. Smith

### **1. UNSCHEDULED PUBLIC APPEARANCES**

Time has been set aside for the public to express their ideas, concerns, and comments. (Please limit comments to three minutes per person. Please state your name and address.)

*There were no unscheduled public appearances.*

### **2. PRESENTATIONS**

#### **c. Highland City Youth Council Presentation - Youth Council Representative**

*Sarah Ostler, Youth Council Representative, reported on the Senior Appreciation Dinner which was held on September 17th in the parking lot of City Hall. The dinner was a drive-in style dinner with a concert. Over 200 meals were served. Ms. Ostler also spoke about the Inclusivity Meeting which she attended where the Youth Council Representatives suggested distributing masks to Lone Peak High School students with the “Learn, Feel, Act” logo.*

#### **b. Waste Management Presentation - Blake Leonelli**

*Blake Leonelli spoke about the new recycling facility that they started using in July, 2020. This facility is located in Salt Lake City and he invited Council to tour the facility. Mr. Leonelli informed Council that it is important to educate the public about what they can and cannot recycle and encouraged the use of social media to provide that education. He thanked Highland City for the smooth transition to Waste Management as the City’s solid waste provider.*

#### **a. Annual Library Presentation - Library Director Donna Cardon**

*Roger Dixon, Chair of the Highland City Library Board, presented the Annual Highland City Library presentation. He covered topics including Library Conditions and Materials, Library Operations, Library Finances, Library Board Activities, and the Library Strategic Plan. Mayor Mann thanked him for the presentation and congratulated the library on how well they have responded to the resident’s needs during the COVID-19 pandemic.*

### **3. CONSENT ITEMS (5 minutes)**

Items on the consent agenda are of a routine nature or have been previously studied by the City Council. They are intended to be acted upon in one motion. Council members may pull items from consent if they would like them considered separately.

#### **a. ACTION: Approval of Meeting Minutes *Administrative***

City Council Work Session – September 8, 2020 and Regular City Council Meeting – September 15, 2020 – **PASSED 5:0**

*Next step: Approved minutes will become part of the permanent record.*

#### **b. ACTION: Millhaven Development is requesting Final Plat Approval for a 10-lot subdivision. The property is approximately 10.21 acres and is located at 6000 W Evergreen Way *Administrative***

The City Council will consider a request by Tyrell Gray representing Millhaven Development for final plat approval for a 10-lot subdivision to be known as Evergreen Farms Subdivision. The Council will take appropriate action. – **PASSED 5:0**

*Next step: Staff will work with Millhaven Development through the design and engineering process.*

### **5. ACTION: APPROVAL OF THE OFFICER INVOLVED CRITICAL INCIDENT PROTOCOL *Administrative***

The City Council will consider request to approve minor amendments to The Utah County Officer Involved Critical Incident Task Force (OICI Protocol). The Council will take appropriate action. – **PASSED 5:0**

*Next step: Lone Peak Police Department will continue in its membership and use of the Utah County Office Involved Critical Incident Task Force. This task force will be available for Lone Peak Police Department should the need arise.*

### **6. ACTION: APPROVING THE IMPLEMENTATION OF THE FISCAL YEAR 2021 BUDGETED MERIT INCREASES *Administrative* – **PASSED 5:0****

The City Council will consider authorizing administration to begin implementing the merit increases that were budgeted for City Staff for Fiscal Year 2021. The Council will take appropriate action.

*Next step: Administration will implement the merit increases to staff at their anniversary date. Those who have passed their anniversary date will receive their earned increase retroactively.*

### **7. DISCUSSION: ALLOCATION OF REMAINING CARES ACT FUNDING *Administrative***

The City Council will review CARES Act expenditures and discuss allocation of remaining funding. The Council will take appropriate action.

*Next step: Staff will proceed with CARES Act expenses previously approved and the remaining funds will be used to cover COVID approved Public Safety costs.*

### **4. RESOLUTION: APPROVAL TO AWARD A CONTRACT WITH ROD LEWIS CONSTRUCTION FOR THE CITY HALL FRONT COUNTER REMODEL *Administrative* – **PASSED 5:0****

City Council will consider a request to approve a bid with Rod Lewis Construction for the City Hall Front Counter Remodel. The Council will take appropriate action.

*Next step: Staff will work with Rod Lewis Construction through the front counter remodel project as directed by Council. The remodel will consist of placing doors on either end of the front counter.*

## **8. MAYOR/COUNCIL AND STAFF COMMUNICATION ITEMS**

**a. Cemetery Contract Error Issue -** *Erin Wells, Assistant City Administrator*

*Erin Wells, Assistant City Administrator gave a brief overview of the cemetery perpetual care fund and explained the contract error issue that could affect the perpetual care fund. Council directed staff to work with Zion's Bank to perform an update to the study on the perpetual care fund.*

### **Future Meetings**

- October 13, City Council Work Session, 7:00 pm, City Hall
- October 20, City Council Meeting, 7:00 pm, City Hall
- October 27, Planning Commission Meeting, 7:00 pm, City Hall
- November 10, City Council Meeting, 7:00 pm, City Hall
- November 17, Planning Commission Meeting, 7:00 pm, City Hall
- December 1, City Council Meeting 7:00 pm, City Hall
- December 8, Planning Commission Meeting, 7:00 pm City Hall

*Council Members Kurt Ostler and Brittney P. Bills met with Jake Satterfield regarding the Blue Bison property. Mr. Satterfield would like road access and utilities through Highland and in return offered trail and parking amenities. He was told that Highland City was not interested in his offer. Todd Trane, City Engineer, told Council that Highland City is not equipped to provide water or sewer to that area.*

*The annual pumpkin walk has been cancelled; the family who carves the pumpkins has moved out of state. Highland City will be sponsoring a trick-or-treat street or drive-by trick-or-treat at Town Center on October 30<sup>th</sup> from 5-7 pm.*

*Council Member Scott L. Smith asked when the Peck Williams pressurized irrigation agreement would be brought back to Council. Todd Trane, City Engineer, said they are working on their overall design and it will be brought back to council before the next pressurized irrigation season begins.*

## **9. CLOSED SESSION**

The Highland City Council may temporarily recess the City Council meeting to convene in a closed session to discuss the character, professional competence, or physical or mental health of an individual, as provided by Utah Code Annotated §52-4-205.

## **ADJOURNMENT**

## COUNCIL VOTING REPORT - OCTOBER 6, 2020

		CONSENT ITEM A	CONSENT ITEM B	APPROVAL TO AWARD A CONTRACT WITH ROD LEWIS CONSTRUCTION FOR THE CITY HALL FRONT COUNTER REMODEL	APPROVAL OF THE OFFICER INVOLVED CRITICAL INCIDENT PROTOCOL	APPROVING THE IMPLEMENTATION OF THE FISCAL YEAR 2021 BUDGETED MERIT INCREASES
First Name	Last Name	3A	3B	4	5	6
Timothy A.	Ball	Yes	Yes	Yes	Yes	Yes
Brittney P.	Bills	Yes	Yes	Yes	Yes	Yes
Kim	Rodela	Yes	Yes	Yes	Yes	Yes
Kurt	Ostler	Yes	Yes	Yes	Yes	Yes
Scott L.	Smith	Yes	Yes	Yes	Yes	Yes
Total Voters		5	5	5	5	5
Pass/Fail		PASS	PASS	PASS	PASS	PASS