



HIGHLAND CITY

HIGHLAND CITY COUNCIL BRIEF

Tuesday, March 21, 2023

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

VIRTUAL PARTICIPATION



YouTube Live: <http://bit.ly/HC-youtube>



Email comments prior to meeting: council@highlandcity.org

7:00 PM REGULAR SESSION

Call to Order – Mayor Kurt Ostler

Invocation – Council Member Sarah D. Petersen

Pledge of Allegiance – Council Member Timothy A. Ball

1. UNSCHEDULED PUBLIC APPEARANCES

Please limit comments to three minutes per person. Please state your name.

Steve Hogan expressed his concern regarding the fence along Alpine Highway, specifically as it relates to ownership and maintenance. Staff responded that the fence belongs to the homeowners. The fence is considered a theme wall and has specific requirements as outlined in city code.

Maggie Stout asked Mayor and Council what the one thing is they wished people knew about government. Mayor responded that people need to get involved and make their voices heard.

2. PRESENTATIONS

a. Alpine School District – Rob Smith, Sarah Beeson, David Stephenson

Representatives from Alpine School District will present information on Alpine School District as it relates to Highland City.

Rob Smith, Sarah Beeson, and David Stephenson provided a brief summary of the schools in Alpine School District within Highland City boundaries. This summary included the number of schools, their current enrollment and capacity. Alpine School District did a study on splitting the District. The results of this study can be found on the District website.

3. CONSENT ITEMS

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. Approval of Meeting Minutes General City Management – Stephannie Cottle, City Recorder **PASSED: 4:0 (Timothy A. Ball was absent)** Regular City Council Meeting – February 2, 2023

Next step: The approved minutes will become part of the permanent record.

- b. ACTION: Planning Commission Appointments** *General City Management – Kurt Ostler, Mayor* **PASSED: 4:0 (Timothy A. Ball was absent)**

The City Council will consider the Mayor's request to ratify the appointment of Debra Maughan as an Alternate Planning Commissioner. The Council will take appropriate action.

Next step: Debra Maughan will begin serving on the Planning Commission as an alternate Planning Commissioner.

- 4. RESOLUTION OF INTENT: PHYLLIS SMITH ANNEXATION** *Land Use (Legislative) – Kellie Smith, Planner & GIS Analyst* **PASSED: 3:1 (Timothy A. Ball was absent; Kim Rodela voted NO)**

The City Council will hold consider a request by Shaun Athey, representing Phyllis and Trent Smith, to annex approximately 1.13 acres of property located at 7015 W 9600 N. The purpose of this resolution is for the Council to accept or reject the application for further consideration. The Council will take appropriate action.

Next steps: Staff will move forward with the certification process and noticing requirements for a public hearing, which will be held during May or June.

- 5. ACTION: AGREEMENT WITH DAVID AND BRITTNEY MEYER FOR A SEWER EASEMENT LOCATED NEAR THE HIGHLAND HOLLOW SEWER LIFT STATION** *Land Use (Legislative) – Andy Spencer, City Engineer/Public Works Director* **PASSED: 4:0 (Timothy A. Ball was absent)**

The City Council will consider entering into an agreement with David and Brittney Meyer for a sanitary sewer easement on Highland City property to allow for a sewer connection from their property to the City sewer system. The Council will take appropriate action.

Next steps: Staff will work with David and Brittney Meyer to make the connection to the City sewer system.

- 6. ACTION: MAINTENANCE AGREEMENT – BEACON HILLS PLAT I** *Land Use (Legislative) – Kellie Smith, Planner & GIS Analyst* **PASSED: 4:0 (Timothy A. Ball was absent)**

The City Council will hold a public meeting to consider a request by Brady and Kristen Giles to enter into an open space maintenance agreement with the City for property adjacent to 12303 N Timberline Dr in the Beacon Hills Plat I subdivision. The Council will take appropriate action.

Next step: Brady and Kristen Giles will enter into a maintenance agreement for property adjacent to their home, and landscape according to the plans submitted to staff.

- 7. RESOLUTION: ILA WITH UTAH COUNTY FOR 2023 ELECTIONS** *General City Management – Stephannie Cottle, City Recorder* **PASSED: 5:0**

The City Council will consider adopting a resolution to enter into an interlocal agreement with Utah County to assist with the administration of the 2023 Municipal Elections.

Next step: Staff will work with Utah County Elections to assist with the administration of the 2023 Municipal Elections. Highland City will have a Voting Center in City Hall for the 2023 General Election.

- 8. ACTION: CONTRACT WITH RHINO PUMPS FOR WELL #4 PUMP AND MOTOR** *General City Management – Andy Spencer, City Engineer/Public Works Director* **PASSED: 5:0**

The City Council will consider approving a contract with Rhino Pumps for the purchase and installation of new well components (pump, motor, and associated components) at Well #4. The Council will take appropriate action.

Next step: Staff will work with Rhino Pumps to complete the installation of the new pump and motor at Well #4.

9. ACTION: WELL #4 CONSTRUCTION CONTRACT *General City Management - Andy Spencer, City Engineer/Public Works Director* **PASSED: 5:0**

The City Council will consider awarding a construction contract with VanCon, Inc. for the construction and improvements at Well #4 site. The Council will take appropriate action.

Next steps: Staff will work with VanCon, Inc. to complete the construction and improvements at Well #4.

10. CONSTRUCTION CONTRACT: ROADWAY CRACK SEALING *General City Management - Andy Spencer, City Engineer/Public Works Director* **PASSED: 5:0**

The City Council will consider a request to approve a bid with Kilgore Contracting to proceed with the application of asphalt crack seal products to several roads throughout Highland. The Council will take appropriate action.

Next steps: Staff will work with Kilgore Contracting to complete the crack seal project on various roads throughout Highland City.

11. CONTRACT: CONTRACT WITH GENEVA ROCK FOR 6800 WEST ROADWAY PAVING *General City Management - Andy Spencer, City Engineer/Public Works Director* **PASSED: 5:0**

The City Council will consider award of a contract to Geneva Rock Products, Inc. for roadway paving on 6800 West from 9600 North to 9673 North. The Council will take appropriate action.

Next steps: Staff will work with Geneva Rock Products, Inc. to complete the paving on 6800 West.

12. ACTION: AUTHORIZATION OF USE OF FUNDS FOR MOUNTAIN RIDGE PARK *General City Management - Erin Wells, City Administrator* **PASSED: 5:0**

The City Council will hold a public meeting to consider approving the use of General Fund Fund Balance for Mountain Ridge Park.

Next steps: Staff will move \$800,000 from General Fund fund balance for the use of construction at Mountain Ridge Park.

13. CONSTRUCTION CONTRACT: MOUNTAIN RIDGE PARK ENTRY MONUMENT AND GAP 4 RIBBON LANDSCAPING *General City Management - Andy Spencer, City Engineer/Public Works Director* **PASSED: 5:0**

The Council will consider approving a change order to Stratton & Bratt for the construction of an entry monument and sign for Mountain Ridge Park and a ribbon of landscaping within Gap #4 area. The Council will take appropriate action.

Next steps: Staff will work with Stratton & Bratt to complete the construction of the entry monument and additional landscaping at Mountain Ridge Park.

14. MAYOR/COUNCIL AND STAFF COMMUNICATION ITEMS

The City Council may discuss and receive updates on City events, projects, and issues from the Mayor, City Council members, and city staff. Topics discussed will be informational only. No final action will be taken on communication items.

a. Mountain Ridge Soccer Fields - *Erin Wells, City Administrator*

Erin Wells, City Administrator, discussed the potential agreement with SURF Soccer to contribute funds to the Mountain Ridge Park in return for use at the Lone Peak Fields. Council directed staff to put out an Request For Proposal (RFP) to see if there are other interested parties.

b. Trail Corridor Fencing Code – Kellie Smith, Planner & GIS Analyst

This item will be discussed at the April 18th meeting.

c. GRAMA and Retention Schedule – Rob Patterson, City Attorney

This item will be discussed at the April 18th meeting.

d. Bereavement Leave – Brittney P. Bills, Council Member

Council Member, Brittney P. Bills requested that the Personnel Policy be updated to include bereavement leave for miscarriage and stillborns, with the additional direction that a stillborn birth should be considered the same as maternity leave.

e. Flood Preparation – Andy Spencer, City Engineer/Public Works Director

Andy Spencer, City Engineer/Public Works Director, presented to Council the plans for flood preparation throughout the City. Unfilled sandbags are available at City Hall for residents (limit 100). Sandbag filling day will be April 15th at the parking lot near American Fork Canyon and West Park Road Parking Lot. Additional sandbags and sand will be placed at high-risk areas throughout the city.

f. Welcome to Highland Signs – Andy Spencer, City Engineer/Public Works Director

Andy Spencer, City Engineer/Public Works Director, explained the request for a “Welcome to Highland” sign near the Ridgeview development. Mr. Spencer said there is a sign in storage that could be used. Council directed staff to use the stored sign, but instead of using the traditional rock pillars for the signposts, to create the signposts using red brick to match what is being used at the Ridgeview development.

g. Alpine Food Storage Update – Kurt Ostler, Mayor

Mayor Kurt Ostler reported to Council that construction is still underway with the new location for Alpine Food Storage in American Fork.

h. Budget Calendar – Erin Wells, City Administrator

Erin Wells, City Administrator, reviewed the upcoming calendar of additional meetings scheduled to review the budget for FY24.

i. Future Meetings

- March 28, Planning Commission Meeting, 7:00 pm, City Hall
- March 30, City Council Work Session, 6:00 pm, City Hall
- April 12, Lone Peak Public Safety District Meeting, 7:30 am, City Hall
- April 18, City Council Meeting, 6:00 pm, City Hall
- April 24, City Council Work Session 7:00 pm, City Hall
- April 25, Planning Commission Meeting, 7:00 pm, City Hall

14. CLOSED SESSION

The City Council may recess to convene in a closed session to discuss items, as provided by Utah Code Annotated §52-4-205.

There was no closed session.

ADJOURNMENT