

*Town of Leeds*

**Minutes for the  
Town Council Meeting  
of August 13, 1997.**

**1. CALL TO ORDER:** Meeting called to order at 5:00 P.M.

**2. ROLL CALL:** Joan Thornton, Mayor Pro Tem as elected by a majority of Town Council Members, requested Dolores Dicks, as temporary Town Clerk to take the minutes as Pauline Fowlks, Treasurer, was unavailable and Patrick Frank had indicated he could be late.

Present at the meeting were Mayor Pro Tem Joan Thornton, Council Member Kay Fairbanks and Council Member Charlie Scott. Mayor Mel Evans and Council Member Steve Westhoff were absent being excused. Bob Weight, Chairman of the Planning and Zoning Commission, was present at the request of the Council members, as was Don Fawson, Fire Chief, in order that agenda matters could be discussed and reported upon.

**3. PLEDGE:** KAY FAIRBANKS.

**4. APPROVAL OF AGENDA AND MINUTES:** The agenda was approved and the reading of the minutes of the last meeting were postponed until the next regularly scheduled meeting as they were not yet available.

**5. PLANNING COMMISSION POWERS AND DUTIES:**

A general discussion of the proposed Animal Control Ordinance of Planning Commission and its comparison of the Farmington, Utah, ordinance that the Council had instructed Planning and Zoning to follow as a guideline. Council member Charlie Scott indicated his concern that the commissions' proposed version was considerably more strict than the Farmington ordinance.

Mayor Pro Tem Joan Thornton then addressed Mr. Weight, as chairman of Planning and Zoning, and expressed the Town Council's sincere admiration and appreciation of the Commission's hard work and accomplishments in the preparation of the proposed Town of Leeds Master Plan and proposed the Council's concerns regarding certain specific points of the proposed Master Plan that possibly contradicted particularly in reference to enforcement powers the Commission seemed to reserve to itself.

Motion by Mayor Pro Tem Joan Thornton that the Town Council accept the Commission to work on the proposed Master Plan and Animal Ordinance, and hereby acquits and relieves the Commission of all further efforts concerning these matters; that the Town council from this point on assumes full control over these items for review, correction and final processing.

Motion seconded by Council person Charlie Scott; Passed unanimously.

**6. SEWER ENGINEERING CONTRACT:**

A discussion, led by Mayor Pro Tem Joan Thornton, regarding the present status of the feasibility study concerning the Leeds Sewer Project. She pointed out the necessity for the completion of the official study currently in progress and that the Engineering group's need to be officially appointed by the Town of Leeds so that the funds already earmarked for the study can be released.

Motion by Mayor Pro Tem Joan Thornton that "Jones and DeMille Engineering Group" be appointed to complete the balance of the studies required for further progress of the Leeds Sewer Project.

Motion seconded by Kay Fairbanks, Passed unanimously.

**7. UPDATE ON FIRE DISTRICT:**

Mayor Pro Tem Joan Thornton requested of Fire Chief Don Fawson his ideas concerning how the Town Council could be the best assistance to the Fire Department with reference to possible Fire District formation and for regular updating from him concerning this, the fire house construction and any other matters of concern to the Fire Department. Don reported the receipt of R.C. & D. grant funds and need for some matching funds in process of being raised by the department. Don also responded to questioning by Council members Kay Fairbanks and Charlie Scott.

**8. MUNICIPAL ORGANIZATION LEGISLATIVE AND EXECUTIVE:**

Motion by Mayor Pro Tem Joan Thornton that the Leeds Town Council return to the previous administrative format, as under former Mayor DeMille, whereby each Council member be assigned responsibility to the Council as a whole for specific matters; whereby such council member will investigate and/or research the assignment and then must report back to the Council in open meeting with his/her investigation results and recommendations. Whereby the Council then makes final determination, by vote, of each such matter.

Motion seconded by Council member Charlie Scott, Passed unanimously.

**9. RESOLUTION FOR BOARD MEMBERS FOR WASHINGTON COUNTY SOLID WASTE:**

Motion by Council member Charlie Scott that Joy Stevens, subject to her acceptance of the position, be appointed to represent the Town of Leeds on the Washington County Solid Waste Board.

Motion seconded by Council member Kay Fairbanks. Passed unanimously.

**10. OTHER BUSINESS:**

a. Motion By Council person Charlie Scott that Vern Wilkins, Town Employee, be instructed to obtain, from Park Budget Funds, money sufficient for him to select and purchase a weed whacker for his use in maintenance of Town property.

Motion seconded by Mayor Pro Tem Joan Thornton. Passed unanimously.

b. Vern and Pat Wilkins explained to the council that Vern had not yet received payment for his July work and that he had had the same problem in July attempting to obtain his June payroll funds. Council member Charlie Scott assured Vern his check would be delivered to his house that same evening and the Council apologized to Vern.

Motion, by Mayor Pro Tem Joan Thornton that all of Leeds Employees were to be paid no later than the fifth day of the month, each month, following the month in which services were rendered.

Motion seconded by Council member Charlie Scott. Passed unanimously.

c. Motion by Council member Charlie Scott that all outgoing Town mail, including letters, reporting to contain any holding, opinions, views, instructions from the Town of Leeds, it's Town Council and/or The Planning & Zoning commission must be approved and initialed by a majority of the Town Council members before being mailed, fixed or otherwise communicated.

Motion seconded by Council member Kay Fairbanks. Passed unanimously.

d. Motion by Council member Charlie Scott that the Town of Leeds continue the Cops Grant Project and pointed out the potential liability of the Town of Leeds for failure to do so.

Motion seconded by Council member Kay Fairbanks. Passed unanimously

**11. ADJOURNMENT:**

The meeting was adjourned at 6:25 P.M:

**APPROVED AND SIGNED THIS 16TH DAY OF SEPTEMBER, 1997.**

Joan Thornton  
Joan Thornton, Mayor

attest: Joy Stevens  
Joy Stevens, Clerk/Recorder

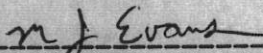
**PUBLIC NOTICE**  
**TOWN OF LEEDS**  
**TOWN COUNCIL MEETING**

The Town Council of Leeds will hold a Town Council Meeting on Wednesday, August 20, 1997 at 7:30 p.m. at the Leeds Town Hall, 218 North Main Street. Public welcome to attend.

**AGENDA**

1. Call to Order
2. Roll Call & Pledge
3. Introduction of Joy Stevens - Swearing In as Town Clerk
4. Approval of Agenda, Financial Statement and Minutes of previous meetings (as available)
5. Volunteer Recognition Award - Arita Evans
6. Mayor Evans
  - a. Discussion on status of Sexually Oriented Business Ordinance
  - b. Fire District Status
7. Joanne Thornton
  - a. Sewer Funding Update
8. M. Kay Fairbanks
  - a. Swing Set Progress
  - b. Preliminary discussion of lawn project for Fall
9. Charlie Scott, Council Member
10. Stephen Westhoff, Council Member
  - a. Planning / Zoning Update
11. Joy Stevens
  - a. Candidate Status
12. Other Business
13. Adjournment to Closed Portion to discuss Personnel matters

POSTED THIS 18th DAY OF August 1997

  
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for Joy Stevens, Clerk by M. J. Evans, Mayor

Posted in the following public places:

1. Leeds Town Hall
2. Leeds Post Office
3. Cassidy's Country Store

**Town of Leeds**

**Minutes for the  
Town Council Meeting  
of August 20, 1997**

1. **CALL TO ORDER:** Mayor Melvin J. Evans called the meeting to order at 7:30 p.m..

2. **ROLL CALL:** Mayor Melvin J. Evans and Council Members Charlie Scott, Stephen Westhoff, Joanne Thornton and Marilyn Kay Fairbanks were present.

3. **PLEDGE:** Stephen Westhoff.

4. **APPROVAL OF AGENDA, FINANCIAL STATEMENT AND MINUTES:**

The agenda was approved, with the addition of Mike Empey to report on the Historical Society. The financial statement was approved with the understanding that the accounting system records have not yet been reconciled with the actual fund balance. Passage of previous minutes was deferred. M. Kay Fairbanks made a motion to approve the agenda and reconciliation. JoAnn seconded the motion and all were in favor. Appreciation for all Bill Hall has done for the Town was expressed.

5. **VOLUNTEER RECOGNITION AWARD:**

Arita Evans was presented an award by Zion National Park for the volunteer citizens of Leeds. It was presented to the town for display in Town Hall by Mayor Melvin J. Evans.

6. **MAYOR MELVIN J. EVANS:**

a. Discussion on status of a Sexually Oriented Business Ordinance was deferred until further notice.

b. Fire District status: Russ Gallian ( the lawyer engaged by the county to assist in the establishment of fire districts) will come to discuss the subject at the town council meeting on Sept. 10, 1997.

c. Application for a Beer License for Cassidys was approved by the Council subject to the payment of applicable fees.

d. An additional item was discussed regarding the Fire Dept. Mayor Evans said the Fire Chief told him there was some feeling within the Dept. that they should bill an insurance company for a recent house fire. The Mayor had told Chief Fawson he didn't believe the Town should do this for fires within Leeds. While it might be appropriate for fires outside of Leeds, Leeds residents are already paying for fire protection through taxes. The entire council agreed.

**7. MIKE EMPY:**

Mike presented a brochure on Historical sites of Silver Reef - Leeds - and Harrisburg Area. The brochure will be placed in local businesses. Funding for the brochure was provided by a grant from the State. Perhaps in the future the brochures can be enlarged to include advertising of local businesses. Mike said he hopes no Historical site has been left out. However, if so please submit it to him so it can be included next time.

**8. JOANN THORNTON:**

Sewer Funding Update: JoAnn introduced Nancy Hess and Walter Baker from the Utah State Water Quality Board. They were here to explain the release of funds from the grant from the Water Board so we can take the second step and to insure us there are administration moneys available.

**9. M. KAY FAIRBANKS:**

a. Swing set progress: Kay requested a backhoe to level the dirt so we can get the sand in place for the swing set. Mayor Evans said he will follow up on this.  
b. Lawn project for the fall: Kay will meet with Vern to discuss what needs to be done, and will be brought up at a future date.  
It was also brought up that on Oct. 3rd and 4th, 1997 a Bluegrass Festival has been scheduled for the park.

**10. STEPHEN WESTHOFF:**

Planning/Zoning Update: The Council had already discussed this in a previous meeting. No further discussion was presented at this time.

**11. JOY STEVENS:**

Candidate Status: The following have filed for the four-year term of Mayor:  
Ron Mosher.  
The following have filed for the four year term of Councilmember:  
Jeffrey A. Krueger  
Michael D. Empey  
Marilyn K. Fairbanks

**12. OTHER BUSINESS:**

The Council requested that certain hours be set for Town Hall and that they be posted.

**13. ADJOURNMENT:** The meeting was adjourned at 9:55 p.m.

APPROVED AND SIGNED THIS 10TH DAY OF SEPTEMBER, 1997.

John Thornton  
John Thornton, Mayor

Jan Stevens  
For Stevens, Clerk/Recorder