

PUBLIC NOTICE

TOWN OF LEEDS TOWN COUNCIL MEETING

The Town Council of Leeds will hold a Meeting on
Wednesday, May 25, 2011, 7:00 p.m.
At Leeds Town Hall, 218 North Main Street
Public is welcome to attend

AGENDA

Up to two Town Council Members may participate in the meeting by telephone or video conferencing (Ord 2006-08)

NOTE: IF YOU WISH TO SPEAK DURING CITIZEN COMMENT, PLEASE SIGN IN WITH THE CLERK/RECORDER BY 6:55 P.M.

BUSINESS SESSION:

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Declaration of Abstentions and Conflicts by Council Members, if any
5. Consent Agenda:
 - a. Tonight's Agenda
 - b. Minutes of Meetings from April 27, 2011 and May 11, 2011 Town Council Meetings
6. Financial Reports for April, 2011
7. Announcements:
8. Citizen Comment: (No action may be taken on a matter raised under this agenda item). *Please Note: In order to be considerate of everyone attending the meeting and to more closely follow the published agenda, public comments will be limited to 3 minutes per person per item. A spokesperson representing a group to summarize their concerns will be allowed 5 minutes to speak. Repetitious commentary will not be allowed. If you need additional time, please request agenda time with Fran Rex in writing before 1:00 p.m. on the Wednesday one week before the Council meeting.*

REGULAR MEETING:

ACTION ITEMS:

9. Review, Discussion & possible approval of Resolution 2011- 02 regarding Address Changes.
10. Discussion and Approval of employee wages.

WORK SESSION:

DISCUSSION ITEMS:

11. Review and Discussion on revised General Plan Draft recommended by Planning Commission for Town Council Approval.
12. Discussion of 2010-2011 Fiscal Year Budget and 2011-2012 Future Fiscal Year Budget.
13. Possible Future Road Work:
 - a) Curb project - start the project
 - b) Center street - west side
 - c) Road patch work
 - d) Roadside repairs
 - e) Road gravel for certain areas in town
 - f) Naming a new road off of Bonanza Flat Road
 - g) Main Street - concrete block repair and replacement - west side
 - h) Remove brush along roadside areas
 - i) Oak Grove Speed Humps
 - j) Memory Lane (Jackson Ranch Road) maintenance.
14. Discussion on Town Hall Steps Eagle Project by Scout Teran Barlow

UPDATES BY STAFF:

15.

CLOSED MEETING – A Closed Meeting may be held for the discussion of the character, professional competence, or physical or mental health of an individual as allowed by Utah State Law 52-4-205(1)(a). OR A Closed Meeting may be held for the discussion pending or reasonably imminent litigation; as allowed by Utah State Law (52-4-205) (1) (c).

16. Adjournment

In compliance with the Americans with Disabilities Act, the Town of Leeds will make reasonable accommodations for persons needing assistance to participate in this public meeting. Persons requesting assistance are asked to call the Town Hall at 879-2447 at least 24 hours prior to the meeting.

Certificate of Posting

The undersigned Clerk/Recorder does hereby certify that the above notice was posted May 24, 2011. These public places being at Leeds Town Hall, Leeds Post Office, the Utah Public Meeting Notice website <http://omn.utah.gov>, the Town of Leeds Website www.leedstown.org, and Spectrum Newspaper



Fran Rex, Clerk / Recorder

**TOWN OF LEEDS
TOWN COUNCIL MEETING**

May 25, 2011

MINUTES

BUSINESS SESSION:

1. **Call to Order** – At 7:13 p.m. by Mayor Hyrum Lefler
2. **Pledge of Allegiance** – was led by Angela Rohr
3. **Roll Call** - Present was Mayor Hyrum Lefler and Council Members Angela Rohr and Frank Lojko. Council Members Alan Roberts Keith Sullivan were excused. Also in attendance were Clerk/Recorder Fran Rex, Treasurer Jean Beal.
4. **Declaration of Abstentions and Conflicts by Council Members** – Mayor Lefler stated his parent's in-law lived on Center Street, but did not think this was a conflict of interest.
5. **A Motion** was made by Frank Lojko with a **second** by Mayor Lefler to **Approve Tonight's Agenda** including **Town Council Meeting Minutes for April 27, 2011 and May 11, 2011 Town Council Meetings**. An **Aye** vote was **Unanimous** from those present.
6. **Financial Reports for April, 2011** – The Council reviewed the reports. Discussion was had regarding the definition of "retained earning" and why it was listed as it was. It was ascertained to discuss this with Steve at Hinton and Burdick. Mayor Lefler noted the trash collection was received the trash collection funds which "inflated" the profit loss statement by an income by \$28,000. He also stated the approximate totals on the balance sheet for the General Fund of \$133,000, B&C Road Funds \$60,000, Historical \$3,200, Zion's checking \$12,000, Parks \$17,000, curb accounts. No further comments were made.
7. **Announcements** - Mayor Lefler announced that an opening for a Planning Commission Member and two alternatives still remained, and parties interested should send a letter of interest to the Town. He also said the terms were ending for two Town Council Members this year, so an election would be held for those positions. Clerk/Recorder Fran Rex said those wishing to file for the Town Council positions needed to fill out a "Declaration of Candidacy" form at the Town Hall between July 1, 2011 and July 15, 2011 @ 5:00 p.m. is the deadline. Lefler also noted the need for more volunteers on the Preparedness Committee, and the Cultural & Beautification Committee.
8. **Citizen Comment** - None

REGULAR MEETING:

ACTION ITEMS:

9. **Review, Discussion & possible approval of Resolution 2011- 02 regarding Address Changes** – Mayor Lefler said the discussion on Resolution 2011-02 would be continued to the June 8, 2011 Town Council Meeting. He then gave time to Fire Chief Steve Lewis for a new report. Chief Lewis said the residents off from Bonanza Flat Road requested their road name be Cactus Lane. He then stated when he met with the State GIS representative and looked over the "possible addresses to be changed list" which was presented at the public hearing, they realized it was incomplete. They realized a second sheet was on the spreadsheet which was supposed to have been included (the second sheet included homes in the Eldorado Hills area and Silver Shadows Drive. He said many of these homes were crucial to change because they caused duplication in "east" addresses and created much confusion for the EMS system (which was one of the original reasons for the proposed address change). Council Member Frank Lojko said the Town Council would need to assess these other homes for safety needs and address change cost impacts. Lewis stated they had tried to mitigate changing as few addresses as possible, but said not changing these addresses from east to west would defeat the purpose of the address change, to which Lojko agreed. Lojko noted that most of the addresses only displayed the number and did not include the direction such as "east" or "west." He and Mayor Lefler wondered if the numbers could remain. Lewis explained that giving a direction with an address gives a barring which

was important. He then added that a lengthy discussion with the State GIS representative regarding the issue concluded that all the addresses needed to be changed from "east" to "west" which made the prior base point non-existent; therefore, it was best to go off from the modified grid adopted by Leeds. He added that the direction change would also change the numbering because the numbers would need to increase rather than decrease. Mayor Lefler and Angela Rohr concurred. Lewis noted curved roads conflict with directional addresses. He gave the example that Silver Reef Drive matched the modified grid for going "west" only after the first curve. He also noted that the four addresses after the "eastern" turn on Silver Meadows Road also causes directional and numerical confusion. He said ideally, the street should have been given another name. He suggested a solution of adding the term "east" to the Silver Meadows Road street sign on that turn, or change the street name. Council Member Angela Rohr noted there could not be a Silver Reef Road going east, and asked why the need to refer to the current one as "West" Silver Reef Road. Chief Lewis explained that the State and County would "have a heart attack" if Leeds submitted their address changes without directional addresses. He said it would "handicap" the system. Lewis said the State and County strongly prefer directional addresses and told him they would come to the Town Council Meeting to plead their case. Mayor Lefler reiterated the purpose of the proposed address changes was public safety, and noted his family's recent need for an ambulance. He said Dixie Ambulance was paged out, and directional directions were very important for them to have. Lewis again reiterated that the issue to distinguish addresses between east and west was "what drove" the proposed address change. Mayor Lefler said the issue would be discussed more during an upcoming Town Council meeting after more research was completed. Chief Lewis also reminded of the importance for placing a signature block for LASSD on final plats. He then informed of the current fire danger. He said the abundance of cheat grass created a huge fire threat since it could carry a fire from place to place very quickly. He said signs had been posted stating "NO BURNING." He said the fire department had no tolerance for burning right now, and was prepared to call the County Sheriff to cite citizens with a \$300 misdemeanor fine. He citizens should only pull weeds or use a "weed whacker" to remove weeds at this time. He said citizens could then put the weeds in a pile and call the Fire Department to assist them in burning the "pile" of raked weeds. Lewis also advised that much to his amiss, the State Firework Laws changed to give 30 days of approved firework use (replacing 3 days before and after the 4th and 24th of July. And that now some 150 feet high fireworks were approved (replacing the prior 12 foot limit).

- 10. Discussion and Approval of employee wages** – Mayor Lefler noted the following issue was an administrative decision. He had not found in the Policies and Procedures manual (so far) that a raise like this would require review/approval by the Council; however He felt it was appropriate to seek the Council's consent. A 2007 wage comparison list with other Washington County cities and towns was provided. Lefler explained that as Mayor and Acting Town Manager, he had performed the appropriate Performance Reviews as prescribed by the Policies and Procedures Manual, and found that a raise to key Staff was overdue. In fact, he felt raises should have been given over a year ago, but the budget constraints caused a longer delay than should be typical or appropriate. Lefler said the budget was now much stronger and capable of handling a modest raise. He said it was important to show appreciation for Town Staff, and reward them for good work by offering more compensation—and not just with words. He said the Clerk Recorder was currently being paid \$13 and the Town Treasurer was currently being paid \$13.78. It was his opinion that an appropriate raise for Fran Rex was \$1.00 increase p/hr, and an appropriate raise for Jean Beal was \$0.22 increase p/hr. This would put them both at \$14.00. Council Member Frank Lojko said he thought a raise should be given. He felt the staff were doing more and had a bigger burden without having a town manager. He noted this would bring Leeds up to par with Apple Valley, Virgin, and Toquerville, and would still be far behind Springdale, LaVerkin, Hurricane, Santa Clara, and Washington. Council Member Angela Rohr noted other clerks generally made more than treasurer's, to which Mayor Lefler noted Jean had been with the Town longer than Fran had. Lojko and Rohr both gave their consent. Mayor Lefler said the raise would go into effect immediately.

WORK SESSION:

DISCUSSION ITEMS:

- 11. Review and Discussion on revised General Plan Draft recommended by Planning Commission for Town Council Approval** – Mayor Lefler said no action would be taken on this issue tonight, but wanted the Town Council to begin looking over it for the next Town Council Meeting on June 8, 2011. He said the Planning Commission received no objection to it during the public hearing they held on May 4, 2011. He said that over the last two years, a lot of work has been gone into this by the Planning Commission and non-profit organization Form Tomorrow. The Council took a few minutes to review the plan. Clerk/Recorder Fran Rex noted a color copy was available for view on the Town's website, leedtown.org. It was ascertained that

another public hearing was not mandatory, and since there was no objection during the Planning Commission public hearing, another one would not be necessary. It was decided to place it on the agenda for possible approval during the June 8, 2011 regular Town Council Meeting. Mayor Lefler asked the Clerk to post and e-mail this separately from the meeting agenda.

12. Discussion of 2010-2011 Fiscal Year Budget and 2011-2012 Future Fiscal Year Budget –

Discussion was regarding the police department status. Consensus was that the current system of using county coverage was working okay, but ultimately, when the budget allowed, it was best to restore the Leeds Police Department. Discussion was had regarding the use of public safety impact fees, and if they should/could still apply during the time period the police department was “on ice.” It was decided to research the ordinances to find what appropriate uses for public safety impact fees were.

13. Possible Future Road Work:

- a) **Curb project - start the project** - Council Member Frank Lojko said the Town Council had the information on this, and it would be brought up during the next meeting to possibly approve the expenditures. He said he would then ask Sunrise Engineering to send it out for bid.
- b) **Center street - west side** – Lojko noted Mr. Geraldine Stirling had called her and voiced her disappointment that West Center Street was not maintained. He informed her there were still legal issues regarding it, but that the pot holes could be addressed until the legal issues were handled.
- c) **Road patch work** – Lojko expressed the desire for citizens to call and inform the Town of where holes were that needed to be patched. Now that the rain has decreased, this was a good time to get these filled.
- d) **Roadside repairs** – Lojko thought the Town Council should set a priority of which repairs should be taken care of first. He noted that weeds were encroaching on the Silver Reef Road. He said if the Town were to blade off the weeds, and place road gravel on the side, and the road would appear wider. He suggested put on road base before we chip and seal.
- e) **Road gravel for certain areas in town** – Lojko suggested putting gravel in the depression just off from Interstate 15 on the left side of Main Street, and at the bus stop on Silver Reef Road just past the “S” curve.
- f) **Naming a new road off of Bonanza Flat Road** – Lojko noted that the road stemming off from Bonanza Flat road was a private lane and not a public road. The residents on the lane have decided they would like the name “Cactus lane” to depict their lane.
- g) **Main Street - concrete block repair and replacement - west side** – Lojko suggested putting in concrete blocks back in, put on a cap stone, and then put gravel between the sidewalk and blocks. He said the materials would not be too expensive, but it would be labor intensive. Council Member Angela Rohr concurred. Fire Chief Steve Lewis cautioned the Town Council to look at the drainage problem areas. He said currently the plugged culverts would continue to wash away any gravel placed in some areas. And noted West Center Street’s culvert was the worst. He advised to keep the culverts unplugged. Lojko stated the highway department was planning to repair this.
- h) **Remove brush along roadside area** – this was self explanatory.
- i) **Oak Grove Speed Humps** – Lojko ascertained that the Town could place speed “humps” on Oak Grove Drive by the bus stop. He thought two humps with white arrows would be best. Rohr concurred, and said there would need to be signage to warn oncoming traffic.
- j) **Memory Lane (Jackson Ranch Road) maintenance** – Mayor Hyrum Lefler informed that the Town ascertained it was receiving B&C road funds for this road, so the Town could get road base for it. Lojko said we should put out a bid to do it where needed all through the Town. Rohr noted that the Leeds Domestic Waterusers Association (LDWA) would be putting in road base on some areas. Lefler asked Lojko to put together a proposal. Chief Lewis noted that Red Cliffs Drive from Highway 91 is a Town road, but Jackson Ranch Road is a private lane. He advised the Town to decide if it wanted to pay for the street sign for that private lane, and noted the county’s view is signs for private drives is up to the residents of that lane

14. **Discussion on Town Hall Steps Eagle Project by Scout Teran Barlow** – Mayor Lefler said he had met with Town Building Inspector Dennis Mertlich, Teran, and Teran’s Father. The new plan was to 1) cut a portion of the cement divider between the park and north side of the Town Hall to enable access to the park for public works. 2) postpone the stairs by the back doorway, and 3) make the stairs on the south side wider and shorter. He said a second Eagle Project could be done to create a walkway back to the basketball/volleyball courts. He asked for council consent. Both Lojko and Rohr approved of the changes.

UPDATES BY STAFF:

15. There were no updates

A Motion was made by Frank Lojko with a second by Angela Rohr for the Town Council to go into a Closed Meeting for the discussion of the character, professional competence, or physical or mental health of an individual as allowed by Utah State Law 52-4-205(1)(a). OR A Closed Meeting may be held for the discussion pending or reasonably imminent litigation; as allowed by Utah State Law (52-4-205) (1) (c). A Roll Call vote was taken: Treasure Jean Beal left the meeting.

ROLL CALL VOTE:

	Yea	Nay	Abstain	Absent
MAYOR HYRUM LEFLER	x			
COUNCIL MEMBER ALAN ROBERTS				x
COUNCIL MEMBER ANGELA ROHR	x			
COUNCIL MEMBER KEITH SULLIVAN				x
COUNCIL MEMBER FRANK LOJKO	x			

A Closed Meeting was held at 8:57 p.m. Passed x Rejected TABLED

CLOSED MEETING – A Closed Meeting was held for the discussion of the character, professional competence, or physical or mental health of an individual as allowed by Utah State Law 52-4-205(1)(a). OR A Closed Meeting may be held for the discussion pending or reasonably imminent litigation; as allowed by Utah State Law (52-4-205) (1) (c). This closed meeting ended at 9:38 p.m.

16. **Adjournment** - by Frank Lojko at 9:38p.m.

APPROVED ON THIS 22nd DAY OF June , 2011

 Hyrum Lefler
Mayor Hyrum Lefler

Attest:
 Francene Rex
Clerk/Recorder Francene Rex