

# Town of Leeds

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## Agenda Town of Leeds Town Council Wednesday January 23, 2013

**PUBLIC NOTICE** is hereby given that the Town of Leeds Town Council will hold a **PUBLIC MEETING** on Wednesday January 23, 2013 at 7:00 P.M. The Town Council will meet in the Leeds Town Hall located at 218 N Main, Leeds, Utah.

NOTE: IF YOU WISH TO SPEAK DURING CITIZEN COMMENT, PLEASE SIGN IN WITH THE RECORDER BY 6:45 P.M.

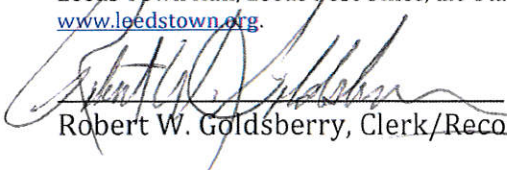
### Regular Meeting 7:00 p.m.

1. Roll Call
2. Invocation
3. Pledge of Allegiance
4. Declaration of Abstentions or Conflicts
5. Consent Agenda
  - a. Tonight's Agenda
  - b. Meeting minutes January 9, 2013
6. Announcements
  - a. Planning Commission openings
  - b. Mayor midterm opening
  - c. Dog licensing
  - d. Business licensing
7. Public Hearings: None
8. Action Items
  - a. Consider Ordinance 2013-01 Policies and Procedures amended.
  - b. Consider Ordinance 2013-02 Cemetery Ordinance.
9. Discussion Items
  - a. Planning Commission quantity of members
  - b. Trash collection and fees
  - c. Police car disposal(DSC purchase)
  - d. Mid-year financial report
  - e. Codification
  - f. Zoning map
10. Citizen Comments: No action may be taken on a matter raised under this agenda item. (Three minutes per person. Five minutes per spokesperson per group.)
11. Staff Reports
12. Adjournment

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 Leeds Town Hall at 879-2447 at least 24 hours prior to the meeting. The Town of Leeds is an equal opportunity provider and employer.

Certificate of Posting;

The undersigned Clerk/Recorder does hereby certify that the above notice was posted January 21, 2013 at these public places being at **Leeds Town Hall, Leeds Post Office**, the **Utah Public Meeting Notice website** <http://pmn.utah.gov>, and the **Town of Leeds website** [www.leedstown.org](http://www.leedstown.org).

  
Robert W. Goldsberry, Clerk/Recorder

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# Leeds Town Council Meeting Minutes

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## Town Council Meeting Minutes

January 23, 2013

1. Call to order

Alan Roberts, Mayor called to order the regular meeting of the Leeds Town Council at 7:00 pm on January 23, 2013 at Leeds Town Hall, 218 North Main.

2. Roll call

The following persons were present: Joe Allen, Nate Blake, Alan Roberts, Angela Rohr, and Frank Lojko.

3. Declaration of conflicts: None

4. Approval of agenda

Angela Rohr "moved to approve tonight's agenda and striking the meeting minutes from January 9, 2013".  
Seconded by Frank Lojko.

Ayes- 5      Nays- 0      Motion passed.

5. Announcements: 3 planning commission openings available. Mayor mid-term vacancy that will be filled on February 13, 2013. Dog licensing clinic on February 2. Business licensing applications are available on website and Town Hall.

6. Public hearings: None

7. Action items

a) Resolution 2013-03 was considered to amend the 2008-04 Town's policies and procedures. Language was changed to require elected and appointed officials to follow same procedures. It also adjusted spending limits without Council approval from \$500 to less than \$1000.

Joe Allen "moved to approve Resolution 2013-03 amending Leeds Town policies and procedures".  
Seconded by Nate Blake.

Ayes- 5      Nays- 0      Motion Passed.

b) Cemetery ordinance for cemeteries was discussed. Rules need to be established to start. Nate stated that we had reviewed this previously. Angela points out that the ordinance would govern any cemeteries in Leeds. There was discussion on the PVC being an option in the vault language. Angela points out that the cost of vaults could be less using PVC. There was no change in the vault language. Darrell Nelson had made some revisions on the documents that are currently drafted. Angela asked about future properties adjacent to the Leeds cemetery.



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Joe Allen “moved to approve Ordinance 2013-01 adopting cemetery rules and regulations for the Town of Leeds, Utah”.

Seconded by Angela Rohr.

Ayes- 5          Nays- 0          Motion Passed.

## 8. Discussion items

- a) Discussion on planning commission body. Mayor explained the state code that is required for the planning commission. Angela points out that we have had openings for over 1 year and difficult to fill. Joe suggests that a shorter term than 5 years may be easier to fill. Joe pleads with the public that have been vocal to serve on the commission. Angela reminds that the 5 year term helps with the long term continuity. Frank suggests that there be different term lengths including 5 year and 3 year. Angela desired to have the planning commission consider any changes in the ordinance for Planning Commission.
- b) Trash collections and fees were discussed. Mayor explained the costs of dealing with the trash billing including all overhead and time. The trash bill gives an avenue to send notification to citizens. The Town needs to look closer at the true costs and address them in the next budget. Billing needs to be assed to the property owner. Book keeping practices need to be modified to reassure the billing is sent to proper individuals. Bob Goldsberry asked if we could charge a renter a deposit for services. Trash driver picks up the containers that are out. Nate points out that usually the property owner is responsible to the municipalities. Angela suggested that individuals may be given a discount to pay annually. Commercial businesses have their own dumpsters that are not billed by the town. Angela points out that the county provides the dumpsters twice each year without cost to the town. Frank reminded that the county will charge Leeds for any improper items that may be placed in the dumpsters.
- c) Council discussed the police car status. Frank reminded that there were other agencies who have inquired about Leeds selling the police car. Dixie College had made a request to purchase. It was pointed out that the car does cost even when it sits idle. Joe was in favor of keeping the car and giving charge to staff to operate periodically. Nate feels that the car on Main Street has a positive effect on people’s desire to be more compliant with traffic laws. Angela asked if there was a dollar amount the college offered. Frank points out that anyone could make an offer. The college was looking for a car to fill a term until they could appropriate for a new vehicle. Frank suggests that a sealed offer from entities that are using it for law enforcement purposes would be best. The college did not make an offer, they just pointed out the value of the car with the included equipment. Angela asked if a replacement car would need to be purchased if the police department was started again. Frank reminded of the cost of the County providing existing service and the ability to contract more service. It was agreed to keep the car.
- d) Mayor presented the report for the mid-year budget. Also provided was the document that was submitted to the state auditor for the Town’s budget. The current form needs to be more detailed for compiling the budget but are not that detailed the town needs to submit to the state. Nate was in favor of more detail in the administrative category. Angela was looking for clarification on the columns concerning the “current year” and the “budgeted year” column. Frank points out the road funds were

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more than what shows on the profit and loss report. The PTIF accounts do not show on the profit and loss. They are separate funds for impacts and are not part of the budget. The town needs to utilize the form from the state when compiling their budget.

- e) Mayor issued the concerns from codifiers to the town that they are waiting for a response. Mayor explained the necessities of codification. The codification has been in the works for multiple years. Leeds needs to complete and implement this. Monies have been approved in the budget. Joe asked which would best suit to hire consultants, use staff, or use small group from the town to complete. Frank was in favor of the mayor to determine which would work best for the town. It was determined to try and create a group in town to complete.
- f) The council discussed the current land use zoning map. Mayor explained the inconsistencies of the current map. Joe asked if the planning commission should be working on this. Form Tomorrow agreed to pay expenses for Nicole McDermott to assist in the map creation. A small group needs to be created to complete.

9. Citizen comments: None

10. Staff updates:

Areas of responsibilities were reviewed.

Roads, public works:	Frank
Roads, public works, sewer:	Nate
Parks, recreation, solid waste:	Angela
Treasurer, historical:	Joe

Frank updated on LDWA providing encroachment to the Town. Frank noted the status on the dirt roads with Stirlings and Frank Jackson road.

11. Adjournment

Frank moved to adjourn.

Seconded by Nate.

Alan Roberts, Mayor adjourned the meeting at 8:20 pm.

APPROVED ON THIS 13<sup>TH</sup> DAY OF FEBRUARY, 2013

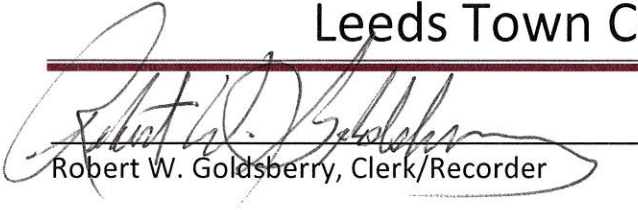


Alan Roberts, Mayor

ATTEST:

# Leeds Town Council Meeting Minutes

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Robert W. Goldsberry, Clerk/Recorder



# Leeds Town Council Meeting Minutes

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## Leeds Town Council Closed Meeting Minutes

January 23, 2013

1. Call to order

Mayor Roberts called to order a closed meeting of the Leeds Town Council at 5:35 p.m. on January 23, 2013 at Leeds Town Hall.

2. Roll call

The following persons were present: Angela Rohr, Alan Roberts, Nate Blake, and Joe Allen. Legal counsel Heath Snow and Recorder Bob Goldsberry. Frank Lojko arrived at 5:45 pm.

3. Closed Meeting being held pursuant to Utah Code Section (52-4-205) (1) (c) for the discussion of pending or reasonable imminent litigation.

Grapevine Wash owners have petitioned the Town to enter into mediation concerning their project. Discussion was held to establish if the town was willing. A general consensus was such that the Town was willing to participate in mediation. It was agreed to have two council members participate in the mediation process. Council instructed attorney Heath Snow to contact Grapevine Wash legal counsel and report the Town's willingness. Joe Allen and Angela Rohr will represent in the mediation.

Frank Lojko- "Move to adjourn."

Seconded by Joe Allen.

Motion passes with 5 ayes and 0 nays.

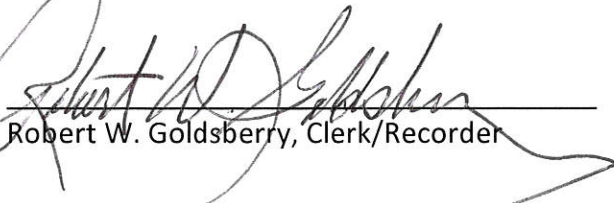
Adjourned at 6:30 pm.

APPROVED ON THIS 13<sup>TH</sup> DAY OF FEBRUARY, 2013



Alan Roberts, Mayor

ATTEST:



Robert W. Goldsberry, Clerk/Recorder