

PUBLIC NOTICE
TOWN OF LEEDS
TOWN COUNCIL MEETING

The Town Council of Leeds will hold a Town Council Meeting on Wednesday, October 8, 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
3. Pledge
4. Approval of Agenda and Minutes of previous meetings
5. Elvin Braman Chief of Police
6. Don Fawson Fire Chief
7. Joan Thornton Mayor
8. M. Kay Fairbanks Council Member
9. Stephen Westhoff Council Member
 - a. Zoning Ordinance update
 - b. Conditional use permit. Russell and Connie Peine.
10. Charlie Scott Council Member
11. Ron Mosher Council Member
12. Other Business
13. Adjournment

POSTED THIS 7th DAY OF OCTOBER 1997



Jay Stevens, Clerk/Recorder

Posted in the following public places:

1. Leeds Town Hall
2. Leeds Post Office
3. Pease Auto Service

**THIS NOTICE MUST BE POSTED UNTIL
OCT. 9, 1997. IT IS AGAINST UTAH STATE
LAW TO REMOVE IT BEFORE THE DATE
INDICATED.**

Town of Leeds

**Minutes for the
Town Council Meeting
of October 8, 1997**

1. **CALL TO ORDER:** Mayor Joan Thornton called the meeting to order at 7:35 p.m.

2. **ROLL CALL:** Mayor Joan Thornton and Council Members Charlie Scott, Stephen Westhoff, and Kay Fairbanks were present. Ron Mosher was excused.

3. **PLEDGE:** Joy Stevens.

4. **APPROVAL OF AGENDA AND MINUTES :**

The agenda was amended to include Stephen Westhoff c. Personal lot split. The Minutes of the September 24, 1997 meeting were read and approved.

5. **POLICE CHIEF ELVIN BRAMAN:**

a. **Policy and Procedures.** Elvin stated that the Police policy and procedures were returned to his mail slot so he assumed all the Council Members had read them. Kay said she had not. Joy will see to it that she receives them to read. They need to be re-typed and formally adopted.

b. **Cops Grant Moore.** Elvin stated the Justice Dept. said they had sent us a check, however, Treasurer Dianne Houston said she had spoken to Ms. Chapman and Ms. Chapman said they haven't sent us any money yet. The grant is for a computer, printer and all the supplies to go with it. Since it is a matching grant 75%-25% approximately The Town would pay 25 % of the \$6200.00 total grant. Our cost would be approximately \$1250.00 Kay wanted to know if there is an expiration date and if we have the money in the budget. Elvin will find out all the details and report back to them at the next Council meeting. The Cops Grant allows for 2 officers, 20 hours. a week, since we haven't used some of these funds we may get audited. He suggested we may need to hire another officer to use the money granted to us. The Council decided we need more discussion on this.

c. **LLEBG Grant.** We did not get it this year. There were a lot more applicants this year than in previous years.

Discussion then turned to budget concerns. Expenditures for each quarter would be greatly appreciated. All Council Members agreed. Charlie stated Jason should be turning in all of his receipts to Elvin so he can keep track of what is going on. Kay questioned how many hours Jason worked. Elvin stated he is scheduled to work 20 hours. per week. Kay requested a citation report at our Council meetings. She also stated she would like to see police presence during the day. Elvin said both he and Jason have full time jobs. Elvin stated his hours are more flexible than Jason's so he will try to put in some daytime hours. Charlie stated the Police Department needs to enforce the ordinances

and know what and where they are. Elvin suggested we get a committee to read the ordinances and get them in order. Mayor Joan Thornton proposed Mike Empey as Chairman, Delores Dicks, and either Elvin or Jason to be the committee.

6. FIRE CHIEF DON FAWSON:

Don wanted to know if a check had been made out to Tony Stratton yet for the engine. The answer was yes. The plates on the Brush truck have expired and Don wanted to know if we had seen a safety inspection certificate on it. Joy stated she had not seen one and from now on it is imperative that all town vehicles be inspected by June 1st so she can renew all vehicles at the same time prior to the expiration date of June 30th. There is quite a bit of modifying going on with the fire engines. The cabinets will cost around \$1500.00. The money for this will come out of the grant for the extraction. The notice for bids has appeared in the paper. The Architect is leaving for Hawaii and so he is now in a hurry to get it done before he leaves. The bid opening is scheduled for October 24th at 3:00 p.m. at Leeds Town Hall. Don wanted to know if the Forest Service Grant check for \$1800.00 had come in yet. Treasurer Dianne Houston stated she had not seen it and neither had Joy. Don stated he would check into it. Don asked the Council for permission to get the 6 turnouts right away or we will lose the grant money to purchase them. The turnouts cost \$1000.00 a piece. The Council decided since the funds that are available right now will buy 2 turnouts that is what should be purchased for the time being. Motion was made by Steve Westhoff to purchase the 2 turnouts. Seconded by Kay Fairbanks. Passed unanimously.

Mayor Joan Thornton read a letter from Sheila G. Peterson concerning the letter we sent asking for an extension of the CDBG Grant for the new fire station. See attached letter. Joan stated that from now on the contact person for Ms. Peterson will be Council Member Ron Mosher, and alternate person will be Don Fawson.

7. COUNCIL MEMBER KAY FAIRBANKS:

Kay asked the Council to bring her up to date on the Cemeteries since she wasn't here for the last meeting. Joan informed her she had met with Cemetery coordinator Carl Seierup and they went over the plat map of available plots as of September 1, 1997. We will now set up a file for the cemeteries and the information will be kept at Town Hall. Charlie stated that Bob Weight, Planning Commission Chairman, started his survey of the Protestant and Catholic cemeteries this morning.

8. COUNCIL MEMBER STEPHEN WESTHOFF:

a. Zoning Ordinance Update. Steve stated the Zoning Ordinance should be taken 20 pages at a time and reviewed at each council meeting until it is finalized and ready for a public hearing. Steve felt too many responsibilities are placed upon the Planning Commission that should be given to an elected official instead. Steve then questioned the Large Animal Ordinance. He wanted to know if any one could recall what the old ordinance said and where it is located so we can add to it. This will require further research.

b. Conditional use Permit for Russell and Connie Peine for a mother-in-law residence on their property. The request was for a 10x50 mobile home and would sit on

its own one half acre for Connie's mother. See attached letter submitted by the Peines'. Charlie questioned and had some concerns about the meaning of #6 and # 7 on their letter. He cautioned the Council to be very careful about single wide mobile homes coming in to Town so as not to open our selves up to a problem He stated that mobile home would not pass anywhere in the County because of new laws. He also brought up the fact the Peines' would need a building permit. It will require footing to sit on and tie down in concrete. Inspections for Septic and power connections and any other inspections required by the building inspector. Motion was made by Stephen Westhoff to grant the conditional use permit subject to applicable State laws according to the building inspector have been met. Seconded by Charlie Scott. Passed unanimously.

c. Lot split of Stephen Westhoff's property. Steve had a personal request of the Council. He requested approval of splitting his one an one half acres be split into 3 lots Lot # 1-20,000 sq. ft. Lot #2 is the Westhoff's personal address, and Lot #3 would be for future development. Motion to approve was made by Charlie Scott. Seconded by Kay Fairbanks. Passed unanimously.

9. MAYOR JOAN THORNTON:

Joan stated she had spoken with Vern Watkins (Public Works) about the metal roof for Town Hall and they felt the front part should be done but not necessarily the back half. Perhaps we could use the money for the fire house roof. Joy suggested we need to do something about the rain water that runs into the ladies restroom and the basement. Charlie said we need to put a rain gutter on the back to stop that problem.

10. COUNCIL MEMBER CHARLIE SCOTT:

Charlie said everything he had was already covered.

11. OTHER BUSINESS:

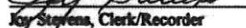
Steve wanted to know if Charlie had followed up on obtaining water from Ron Thompson. Charlie said yes he had met with Ron and a rough draft is being drawn up and will be presented to the Town Council in a future meeting. Steve then suggested we get a net worth statement for the Town. We will need an inventory list from all department heads by December 1st.

Mayor Joan Thornton proposed we put Ron Mosher in as acting Mayor. Charlie questioned if that was legal. Joan stated she had spoken to Dave Church and he had assured her it was. Motion to accept Ron as acting Mayor, effective at our next meeting on October 22nd, was made by Charlie Scott. Seconded by Kay Fairbanks. Passed unanimously.

12. ADJOURNMENT: The meeting was adjourned at 9:45 p.m.

APPROVED AND SIGNED THIS 22ND DAY OF OCTOBER, 1997


Joan Thornton, Mayor


Joy Stevens, Clerk/Recorder

Sept. 10, 1997


Dear Leeds Planning Commission/Town Council,

We, Russell and Connie Peine would like to request a Conditional Use Permit to place a " Mother-in law Cottage ", in the form of a 12' X 50' Broadmore trailer in our back yard on its own one half acre. We live on approx. a one acre lot in an R-1-20 Zone located at 43 So. Main Street. We would like this to be accepted on the following conditions:

1. The resident of said trailer would be one person, Elnora Adams. (Connie's mother) It would serve as her private living quarters and be removed upon her death. She is a 75 year old widow of 12 years.
2. It would have its own septic system and utilities, as required, with off-street parking and access to our driveway.
3. It would be placed within 500 feet of a fire hydrant and be accessible for fire protection.
4. It could not readily be seen from the main street and hardly seen from the side streets. It would be kept in good condition and in an uncluttered manner.
5. This use would in no way be detrimental to the health, safety or welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.
6. This permit would be reviewed on a yearly bases or as needed and revoked if conditions are not being met.
7. This permit would be renewable upon these conditions for the length of her lifatime and could not be revoked because of new members of the Planning Commission or Town Council.

We thank you for your consideration in this matter. We want sincerely to have her living where we can better help and be with her. She too would enjoy this arrangement.


Russell G. Peine


Connie A. Peine

PUBLIC NOTICE
TOWN OF LEEDS
TOWN COUNCIL MEETING

The Town Council of Leeds will hold a Town Council Meeting on Wednesday, October 22, 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
3. Pledge
4. Approval of Agenda and Minutes of previous meetings
5. Elvin Braman Chief of Police
 - a. Citation Report
6. Don Fawson Fire Chief
7. Joan Thornton Mayor
 - a. Appointment of Election Judges- Helen Hood as Head Judge, Marlene Carpenter and Margaret Eggers as Election Judges.
 - b. Swearing in of Ron Mosher as Town of Leeds Mayor.
 - c. Charles Nizet Business and Donation.
8. Ron Mosher
 - a. Fees for Town facilities. Public Works suggestions from Vern Watkins
 - b. Establishing a policy and fees for records requests.
 - c. Discussion: Expected budget opening. Budget review and receiving.
 - d. Report on Geo-Mapping Project- 280 sq. miles.
9. M. Kay Fairbanks
 - a. Report on street repair on Cherry Lane.
10. Stephen Westhoff Council Member
 - a. Zoning Ordinance update and overview at Town Council meetings until adopted.
 - b. Report on roof repair and bids on old fire station roof.
11. Charlie Scott Council Member
 - a. Update on water availability.
12. Other Business
13. Adjournment

POSTED THIS 21ST DAY OF OCTOBER 1997


Joy Stevens, Clerk/Recorder

Posted in the following public places:

1. Leeds Town Hall
2. Leeds Post Office
3. Pease Auto Service

**THIS NOTICE MUST BE POSTED UNTIL
OCT. 23, 1997. IT IS AGAINST UTAH STATE
LAW TO REMOVE IT BEFORE THE DATE
INDICATED.**

Town of Leeds

**Minutes for the
Town Council Meeting
of October 22, 1997**

1. **CALL TO ORDER:** Mayor Joan Thornton called the meeting to order at 7:30 p.m.

2. **ROLL CALL:** Mayor Joan Thornton and Council Members Charlie Scott, Stephen Westhoff, Kay Fairbanks and Ron Mosher were present.

3. **PLEDGE:** Stephen Westhoff

4. **APPROVAL OF AGENDA AND MINUTES :**

The agenda and the minutes of the October 8, 1997 meeting were read and approved

5. **POLICE CHIEF ELVIN BRAMAN:**

a. The citation report was read, it included reports and non reports also the hours worked by the police department for the past month. For the Councils information Chief Braman also included the number of County assists. Mayor Thornton speaking for the Council stated how much they really appreciated the information.

6. **FIRE CHIEF DON FAWSON:**

Don wanted to remind everyone the bids for the new fire station would be Friday at 3:00 at Town Hall. He stated 6 people so far had picked up bid forms from the architect. He spoke with Dennis Mertlich (Leeds building inspector) and the building permit will be in the range of \$775.00. Don stated he faxed the billing into the county for last year it was for \$6000.00. He has been unable to find the check from the Forestry Service and would like Dianne to call them and have a stop payment done so they can re-issue us another check. The pump tests were done but Don was not present so he didn't have any further information on how that went. Council Member Charlie Scott brought up the amount left on the loan and grant. Administrative costs are not taken out yet. We can't spend the \$134,000.00 until these costs are taken out. Charlie then questioned if the cost of the septic has been paid. That's another cost to consider. Perhaps other charges such as soil compaction and testing be set aside. At least \$600.00 for it.

Don then went on to inform the council that the Service District comes before the County Hearing on the 8th of November. So far the feed back has been positive from Silver Reef and Angel Springs. Council Member Steve Westhoff asked Don if he could give us a cost estimate. Don said no he really doesn't know. He did however speak to an insurance agent and they bill on a percent of gross revenues. It will be something similar to cover firefighters, etc. Steve then wanted to know what is the assessed valuation of the

Fire District. As of now no one knows. Don thinks that every property owner will be billed monthly..

7. MAYOR JOAN THORNTON:

a. Joan read from the minutes of our previous meeting on the 8th where it is legal to swear in Ron Mosher as our new mayor. Joy Stevens, Clerk/Recorder, administered the Oath of Office to Ron. He then took his place at the table in the Mayors position. Joan stated she was happy to have Ron and what a bright and wonderful man he is and she can see many windows opening with him in this position..

b. The appointment of the Election Judges was then introduced. Helen Hood as Head Election Judge, Margaret Eggers as Election Judge and Marlene Carpenter as Election Judge. Motion by Council Member Joan Thornton to accept these ladies as the Election Judges. Seconded by Kay Fairbanks. Passed unanimously.

c. Joan informed the Council that Mr. Nizet would be maintaining his beer license and liquor bond until his coolers are cleaned out. Mr. Nizet also has quite a few books he would like to donate to the Town. The Town Council all agreed the donation would be appreciated and for now we can store them at Town Hall. Joan wanted everyone to know that Vern Watkins was excused from the meeting however he wanted her to convey to Kay that the playground is now ready for sand under the swings. Don Fawson cautioned Kay to be sure the sand is clean non- compactible and 6 to 8 inches deep for safety reasons. Joan also wanted to thank Robert Weight for staking the corners at the cemeteries.

8. OUR NEW MAYOR RON MOSHER:

a. The fees for the use of Town Hall and the Pavilion were discussed. Council Member Steve Westhoff remembers this being discussed earlier and fees were already in place, we just need to locate the policy concerning them.

b. Adopting a policy for fees for records requests . Ron said we need to put something in place on what can and cannot be released according to "Gramma". It needs to be part of the budget process. Ron suggested we get examples from other cities and towns on their charges so we can have something to go by.

c. Ron asked the Town Council if he had their support in opening the budget so the money needed for the roof repair on Town Hall and the Fire Dept. can be put in . It was a unanimous yes from the Council.

d. The report on the Geo-Mapping Project was a positive one. Ron wanted to give thanks to Mel Evans for all of his efforts to include Leeds in the mapping project. If it wasn't for Mel's efforts they would have stopped at Washington but now the mapping will include Leeds and Toquerville. The Geo-Mapping will map out flood zones, and earth quake hazards. Cities and counties are asked to help with funding. Our portion came to \$95.00 over 2 years. Motion was made to put the money in the budget for 1998-99 and support the Geo-Mapping Project by Joan Thornton. Seconded by Kay Fairbanks.

9. COUNCIL MEMBER M. KAY FAIRBANKS:

a. Kay apologized she has not followed up on the repair work to be done on Cherry Lane. Her mother has been ill and she has been spending time with her. The Council responded if there is anything any of them can do to help her please let them know. Don Fawson questioned who is in charge of roads. It was discussed and Steve felt it was him. Discussion then went to the problem the fire engines had getting in to Izzy Washburns because of the road. One solution may be to have McArthurs deed a right of way. We need a city street and a waterline would also benefit them. Robert Weight said there is a right of way up there. There's a 66 ft right of way at the Cemeteries. Ron asked Robert to plot out that area showing the roads and properties. Along with the cemeteries the street should also be deeded. After we get the deeds we can complete the plat mapping. Charlie Scott said he will contact McArthurs and see if we can work something out.

10. COUNCIL MEMBER CHARLIE SCOTT:

a. Charlie stated he hasn't got the rough draft yet. Maybe by the next meeting he can give us a report.

11. COUNCIL MEMBER STEPHEN WESTHOFF:

a. Steve presented the Council with the bid from Scholtzen's for the roofing repair materials. Charlie said he would like more bids first before making a decision, and since we are going to open the budget first we have time for more bids. Ron then asked Steve to get more bids. Steve said he will get bids for both roofs. Town Hall and the Fire Departments. Don Fawson stated we need to leave the siren and control system on the Fire departments old building. And he hopes no one objects. Elvin suggested someone also needs to check out the porch on the handicap ramp side since it has several loose boards.

b. The overview of the Zoning Ordinance then got underway. Robert Weight said the Master Plan is now called the General Plan and copies are in the filing cabinet. Steve said he has some instructional manuals he will leave at Town Hall. By law we should have a Board of Adjustment. There was one set up 5 years ago and as far as anyone knows they have never been released. Charlie said he will check into this and find out who is on the Board. The Council then reviewed and made various changes to the Zoning Ordinance Draft. Steve Westhoff made the changes on his copy and when the overview is complete we will get copies for everyone with the changes in place.

12. OTHER BUSINESS:

Joan stated the Christmas dinner will be on December 8th at Catfish Charlies. It will be catered. Motion to accept by Steve. Seconded by Joan. Passed unanimously.

13. ADJOURNMENT: Motion to adjourn the meeting by Charlie. Seconded by Ron. Meeting adjourned at 10:15 p.m.

APPROVED AND SIGNED THIS 12TH DAY OF NOVEMBER, 1997

Ron Mastier
Ron Mastier, Mayor

Joy Stevens
Joy Stevens, Clerk/Recorder