

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

The Town Council of Leeds will hold a Town Council Meeting on Wednesday, December 10, 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. Ron Mosher Mayor
  - a. Policy concerning the use of the Town Hall and Peach Pit Pavilion - Comments Brent DeMille
  - b. Approval of Price List for Services
  - c. Appointment of a Solid Waste Board Member
  - d. Discuss the Princess Pagent for 1998 - Comments Pauline Fowlks
  - e. Discussion and approval on Fire Station bids
  - f. Approval to enter into agreements with Washington Co. for Leeds Area Special Service District
8. Joan Thornton Council Member  
Joan is excused since she will be representing the Town at another meeting
9. Stephen Westhoff Council Member
  - a. Bids for roof repair at Town Hall
  - b. Report to the Council on the overview work session of the Zoning Ordinance
10. M. Kay Fairbanks Council Member  
Kay is excused
11. Charlie Scott Council Member
  - a. Water filing
  - b. Proposal for State liquor store
12. Other Business
13. Adjournment

**POSTED THIS 9th DAY OF DECEMBER 1997**

  
Joy Stevens, Clerk/Recorder

- Posted in the following public places:
1. Leeds Town Hall
  2. Leeds Post Office
  - Pease Auto Service

**THIS NOTICE MUST BE POSTED UNTIL  
DECEMBER 11, 1997. IT IS AGAINST UTAH  
STATE LAW TO REMOVE IT BEFORE THE  
DATE INDICATED.**

***Town of Leeds***

**Minutes for the  
Town Council Meeting  
of December 10, 1997**

1. **CALL TO ORDER:** Mayor Ron Mosher called the meeting to order at 7.30 p.m.

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

3. **PLEDGE:** Steve Westhoff

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

The agenda was amended to include annexation of Paul Felt Property. The minutes of the November 12, 1997 were read and motion by Charlie Scott to approve. Seconded by Mayor Ron Mosher. Passed unanimously.

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. Chief Braman asked the Council about the LLEBG Grant money that is left over. Since we were able to get the equipment at a lesser cost we have about \$1000.00 left to spend before the end of the year. One of the possibilities would be another portable Breathalyzer. The cost would be about \$690.00 Also Chief Braman suggested live traps for animals so we can take care of some of our dog and cat problems. He asked for the Councils approval to spend the rest of the money before the end of the year. Mayor Mosher asked if the breathalyzer could be ordered right away. Elvin said yes, however, he will need to get more bids. Motion was made by Joan to approve upon the condition we follow through on the bid process. Seconded by Charlie Scott. Passed Unanimously. Elvin will be sending a letter to Lt. Terry McKinnon with the Department of Public Safety concerning certification of Jeff Krueger. Chief Braman received a letter from Post in November. It was titled: Changes to Post's Physical Fitness Requirements. In the letter they stated that officers who have not met the physical test minimum standards of 50 percent or better now have an opportunity to become post certified if that was the only thing preventing the officer from becoming certified. Mr. Krueger came in 12 seconds under the run or he would have been certified since he passed everything else. Elvin suggested we get Jeff certified so maybe in the future we could use him. The Town Council approved of the letter being sent and told Chief Braman to proceed.

**6. DON FAWSON FIRE CHIEF:**

Don was excused.

**7. MAYOR RON MOSHER:**

a. and b. A policy concerning the use of the Town Hall and Peach Pit Pavilion, and a Price List for Services was handed out to the audience so everyone would have a chance to read it before the discussion began. Mayor Mosher stated since we have a shortfall of moneys we need to charge for the Town Hall and Pavilion. He then opened it up to the audience for discussion. Brent DeMille asked if this is a proposal. He stated in 1995 they did take a vote on this policy or one similar. Mayor Mosher stated very few people have a fiscal look at the Town and we have to find ways to off set the costs. He stated we are not charging to make a profit just to pay for power, heat, water, and Verns time to come down to open and close the building and turn on the utilities that are required. Mr. DeMille said we have a history of volunteers and community support and we should continue the with the 1995 policy that the Town Hall and Pavilion be free for the people who live in town. He asked the Council to take that equation into fact and not charge volunteers. Ron said he applauds the volunteers and so does everyone in the community. Council member Steve Westhoff suggested maybe we could ask for a donation when the facilities are used. Council member Charlie Scott stated as long as it is a public function everyone should pay. Pauline Fowlks stated every town or city surrounding us charges for the use of their buildings. Mayor Mosher asked Joy Stevens what her feelings were towards the policy. Joy stated she felt everyone should be charged for the use of the Town Hall and Pavilion and in no way should we say its free to some and not others. The \$15.00 is such a minimal charge for the facilities that everyone should be willing to pay the fee. Chief Braman suggested we add Fingerprinting to the Price List for Services. It was suggested the fee be \$10.00. Motion was made by Charlie Scott we accept the new Town Hall and Peach Pit Pavilion Policy and the Price List for Services with the addition of \$10.00 for fingerprinting to the Price List for Services. Seconded by Ron Mosher. Motion passed.

c. Appointment of a Solid Waste Board Member. Charlie Scott suggested since the Solid Waste Board meets quarterly why don't we wait until after our newly elected Council member Mike Empey is sworn in on January 5, 1998. Ron said that would be fine lets table the appointment until the next Council meeting.

d. Discussion of the Princess Pageant. Pauline Fowlks presented the Council a list of some of her concerns regarding the Pageant. She had prepared a Policy and Procedure, Princess Pageant Rules, Responsibilities of Royalty and Parents, and Responsibilities of the Pageant Director, she would like to have adopted. Charlie Scott wanted to know when is the Pageant. Pauline stated the first meeting will in January. The city pageants will all be done by May. Council member Joan Thornton asked Pauline if she would be director again this year. Pauline stated she will do it but not as a volunteer anymore. She puts in an average of 60 hrs. on the pre pageant another 10 hrs. for all the other things, 10 hrs. doing the decorations another 40 hrs after the royalty is in place getting ready for the County Fair. Pauline stated there were problems last year concerning girls out of the Town of Leeds being allowed to compete in the pageant and she would like for it to be open only to girls who are residents of Leeds. Charlie Scott agreed it should be for the

girls in Town. Steve Westhoff feels we should leave it to the girls in town also. Ron Mosher stated they will look at the rules and do a resolution to adopt. Pauline wanted the Council to decide what they would pay her as Pageant Director. Charlie said Pauline needs to submit something, and then the Council will make a decision. Charlie stated the Chamber of Commerce and the Lions Club will be willing to assist her and maybe that will help cut down on the hours she puts in. Mayor Mosher stated that \$1750.00 has been budgeted for the coming year. Pauline said some of that money is from fund raisers. Also the girls really need to buy their own trailer for the float. Motion by Joan Thornton to support the rules. Seconded by Charlie Scott. Passed unanimously.

e. Fire Station Bids. Ron stated the bids were publicly opened and read aloud at 4:00 P.M. Monday, December 8, 1997. Thompson Steel was the apparent low bidder at \$134,000.00. We have approximately \$140,000.00. We still have to pay the architect and administrative costs out of it. Motion was made by Council member Charlie Scott that Mayor Ron Mosher be authorized to sign the appropriate bid award documents. Seconded by Joan Thornton. Passed unanimously.

f. Approval to enter into agreements with Washington Co. for Leeds Area Special Service District. Mayor Mosher stated we will work with the Special Service Commission and they will work with us. Everything needs to be done by April 30, 1998. Steve questioned if this excludes all Federal property. Ron said we need to establish something with the BLM and the Forest Service. Once we annex we provide service to a State owned property. There are five vacancies to fill on the Leeds Area Special Service District Administrative Control Board. The Candidacy forms will be left with Town Clerk Joy Stevens for anyone interested in the position. We will post a Notice of Vacancy throughout the Leeds area. Motion was made by Charlie Scott to authorize the Mayor to sign the Interlocal Agreements. Seconded by Joan Thornton. Passed unanimously.

#### **8. COUNCIL MEMBER JOAN THORNTON:**

a. Joan was present since her meeting with Ash Creek Sewer District had been changed to 5:00 P.M. instead of 7:00 P.M. Joan stated she had attended the meeting however she needed more time to go over the information. She will report to the Council at the next meeting.

#### **9. COUNCIL MEMBER STEPHEN WESTHOFF:**

a. Bids for roof repair at Town Hall. Steve said he has only been able to get bids so far from Scholtzens. Charlie and Steve have been reviewing the Zoning Ordinance and have found a few things to change. Steve made a proposal that one large animal for every 20,000 sq. feet. Definitions of feed lot would not change. He stated it shouldn't be a problem and it will give us some control. Brent DeMille said he would support that. Dogs and cats are in the New Draft Ordinance. Chief Braman questioned what about exotic animals. Charlie stated it would be addressed since we have had Ostriches. Mr. DeMille questioned if the Ordinance disallows pigs. Steve stated yes it does. Steve will create a section on large animals under Domestic Animals and Fowl in the definitions. When he has completed it Joy will type it up and attach to that page. We will have a public hearing after the construction of the ordinance.

**10 COUNCIL MEMBER M. KAY FAIRBANKS:**

a. Kay was excused.

**11. COUNCIL MEMBER CHARLIE SCOTT:**

a. Water filing. Charlie stated we filed on a water right. We need to request a hearing and there are several filings on it now. We need Joy to type a hearing notice. Charlie stated he will use all his power for this hearing. Motion was made by Ron Mosher to authorize Joy Stevens to draft a litter for the hearing. Seconded by Joan Thornton. Passed unanimously.

b. Proposal for State liquor store. Charlie stated that Sherm Miller wants to put in a State liquor store. He wants to get the feelings of the Town. The State would come in and do a marketing survey if there is Town approval. It would increase traffic for the local businesses. Mr. DeMille questioned if it would generate sales and use tax. Charlie said yes it would. The store (Labodega) will not be selling alcohol or cigarettes. Mr. DeMille said we need to look at our ordinance we have on regulating proximity of public buildings. Charlie said Mr. Walton wants a re- zone for commercial and it has been 10 months since he requested it. It was suggested he re-submit when we get our new Council and Planning Commission in place in January.

**12. OTHER BUSINESS:**

a. Annexation of Paul Felt property. Mr. Felt has approximately 17 acres. 3 to 5 acres are in the Town limits. He would like to annex the rest of it. Charlie stated we need to petition. Since some of the rules to annex have changed Joy will need to call John Willy and get the new procedures for annexation. Also call Paul Felt and find out if he wants it residential or commercial. It was Industrial. We need an official map and have it recorded. Mayor Mosher wanted to thank our Treasurer, Dianne Houston, for finding money we were entitled to help out our financial situation. Since this was Steve Westhoff's last Town Council Meeting as a member, he thanked everyone and said he has enjoyed working with them. Ron stated we all have really appreciated the work Steve has done and we will miss him. He also wanted to thank Planning Commission Chairman, Robert Weight, for all he has done for the Town for the past 6 years. Robert will be stepping down from his position in January.

**14. ADJOURNMENT:**

Meeting adjourned at 9:40 p.m.

**APPROVED AND SIGNED THIS 14TH DAY OF JANUARY, 1998**

  
Ron Mosher, Mayor

  
Joy Stevens, Clerk/Recorder

**POLICY AND PROCEDURE FOR PRINCESS PAGEANT AND ROYALTY FOR THE TOWN OF LEEDS:  
PRINCESS PAGEANT:**

All girls who plan to be a contestant for the Leeds Princess Pageant will need to read all information given to them and understand them and sign those needed to be signed.

This will be offered to only those girls 14 to 16 years of age living in the Town of Leeds boundaries only.

Girls will have to have lived in their home in the Town of Leeds for 6 mo. (cannot be living in the R. V. Parks)

Girls will have to be 14 years of age before June 1st and cannot be 17 before September 1st.

Girls will have to be of moral character. Have had no conviction or problems with the law in any way.

Girls will have to be very dedicated and take this seriously.

Will need to have all applications turned in on time to the pageant director.

Follow all of Washington County's Rule if you need a copy one will be provided.

Girls, mothers and/or fathers will help with the Pageant. (decorating and anything assigned to them by the Pageant Director also the un-decorating.

**ROYALTY:**

Once in the Royalty girls will have to attend all functions, a list will be provided to them when the dates become available.

Princess will be the person in charge of setting up meetings for fund-raisers and/or meetings concerning the Royalty.

If the Princess is out of commission for some reason the 1st Attendant will take over.

All Royalty and their Parents will help with float or other means of transportation in the parades.

The Royalty will need to communicate with one another in a kind manner.

Only under emergency situations will a girl be excused from performing or representing Leeds in the parades and she will need to contact the Princess and Pageant Director.

This Policy and Procedure will need to be followed if a girls want to be a contestant in the Leeds, Princess Pageant. Failure to abide with these Policies and Procedures will result in relinquishment of crowns, banner and Town moneys given as a gift.

atst: Jay Stevens  
Town Clerk

Ron Mosher  
Mayor

Dated Dec. 10, 1997





Incorporated 1952

"Leeds--The Portal to Historic Southern Utah"

**PRICE LIST FOR SERVICES**

In-coming Fax.....\$ .20/per sheet

Out-going Fax.....\$1.00/1st page  
\$. 50 each additional page

Copy of Police Department Report.....\$5.00/1st-7 pages  
\$.10 each additional page

Copy of Traffic Accident Report.....\$5.00  
(Courts and Other Police Agencies ..no charge)

Fingerprinting.....\$10.00

Copy of Town of Leeds Zoning Ordinance..\$10.00

Copy of Subdivision Ordinance.....\$7.00

Copy of General Plan.....\$15.00

Making photocopies of records in Town files..\$ .50 per page

Search of records.....\$20.00 per hour  
(one hour minimum)

For any compilation of records in a form other than that maintained by the Town,  
if the Town chooses to provide such compilation..\$20.00 per hour  
(one hour minimum)

Each department in the Town maintaining records may establish by policy such  
fees as necessary with respect to particular records maintained by such  
department.

Town Hall Fees.....\$15.00 per function

Peach Pit Pavilion Fees.....\$10.00 per function if you require  
the power and/or the water to be turned on. Otherwise, it is free.

Impact Fees.....\$ 1400.00  
(\$650.00 for Park Impact Fee and \$750.00 for Public Safety Impact Fee)

Building Permit Fees are assessed after the Building Inspector has completed the plan check. Fees are based on your plans.

Conditional Use Permit.....\$ 25.00

Business License Fees.....\$15.00 (Home Occupation)  
\$30.00 (General Commercial) \$45.00 ( Contractor)

Right -Of-Way Encroachment Permit.....\$30.00 Inspection fee will be assessed to all work to defray the costs associated with inspecting the work of repaving. A completion guarantee fee\* of \$1000.00 for work under 70 Square feet or \$15.00 per square foot for work over 70 square feet: will be posted with the Town Clerk. The portion not required to complete the work will be returned on final inspection.

\*Guarantee fee may be waived for Public Utilities and LDWA

**PASSED THIS 10TH DAY OF DECEMBER 1997**

  
\_\_\_\_\_  
Ron Mosher, Mayor

attest:   
Joy Stevens, Clerk/Recorder



## Town of Leeds

### **Policy Concerning the Use of the Town Hall and Peach Pit Pavilion For Residents**

The following is the policy adopted by the Town of Leeds concerning the use of the Town Hall and Peach Pit Pavilion. In order to keep all the facilities of the Town of Leeds in an orderly manner, we have adopted this policy for those individuals or groups who might use the Town Hall or Peach Pit Pavilion.

The Town Hall and Peach Pit Pavilion may be used by any individual or group in the community. Anyone wanting to use the Town Hall for any activity other than Town or Government related, will be charged a \$15.00 fee. Anyone wanting to use the Pavilion can reserve it with no charge, however, if the power or water needs to be turned on you will be charged the \$ 10.00 fee. There are no restrooms available at the Pavilion.

The Town Hall and Peach Pit Pavilion need to be left in the condition found by those using the facilities. All chairs, tables, and other equipment need to be placed where they were found. If the chairs were up when you started using the building, and you take them down, you need to put them back in the same order you found them. The same is true for the tables and any other equipment that you may have used.

Make sure you pick up anything that might have been dropped on the floor or ground. Please treat these facilities better than you would your own home.

If any group or individual does not follow the guidelines established in this policy, a \$25.00 cleaning deposit will be charged the next time you would like to use the Town's facilities.

All meetings and functions which require the use of the Town Hall or Peach Pit Pavilion need to be scheduled through the Town Clerk, Joy Stevens. Joy can be reached at 879-2447. The scheduling includes all entities of the Town as well as those groups or individuals in the community. A notice of 24 hours would be appropriate to give us enough time to have the building ready for your group.

We thank you for your cooperation in this matter and hope you realize that we need to take care of the facilities we have, especially if we plan to have more in the future.

Any questions or concerns about this policy can be addressed to the Mayor or any Council Member by calling 879-2447, or by writing to the Town of Leeds, P. O. Box 460879, Leeds, UT 84746-0879.

PASSED THIS 10TH DAY OF DECEMBER 1997

Ron Mosher  
Mayor Ron Mosher

attest: Joy Stevens  
Joy Stevens, Clerk/Recorder

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
FIRST PUBLIC HEARING**

Leeds Town will hold a public hearing to consider potential projects for which funding may be applied under the CDBG Small Cities Program for Fiscal Year 1997-98. Suggestions for potential projects will be solicited, both verbally and in writing, from all interested parties. The expected amount of CDBG funds for this fiscal year will be discussed along with the range of projects eligible under this program and a review of previously funded projects. The hearing will begin at 7:00 p.m. on Wednesday, November 12<sup>th</sup> and will be held at the Town Hall, 218 North Main Street. Further information can be obtained by contacting Joanne Thornton at 879-2394. In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during these hearings should notify Joanne Thornton at 879-2394 or 10 South Main Street.

I, THE DULY APPOINTED AND ACTING CLERK FOR THE TOWN OF LEEDS HEREBY CERTIFY THAT COPIES OF THE FOREGOING NOTICE WERE POSTED AT THREE PUBLIC PLACES WITHIN THE MUNICIPALITY THIS 30 DAY OF OCTOBER, 1997, WHICH PUBLIC PLACES ARE:

1. Town Hall
2. Post Office
3. Center/Main Street

DATED THIS 29<sup>th</sup> DAY OF OCTOBER, 1997

  
JOE STEVENS, CLERK

*Town of Leeds*

**First Public Hearing for the  
Community Development Block Grant (CDBG)  
of November 12, 1997**

1. **CALL TO ORDER:** Mayor Ron Mosher called the meeting to order at 7:05 p.m.

2. **PRESENT:** Mayor Ron Mosher, Joan Thornton, Marilyn Kay Fairbanks, Joy Stevens, Elvin Braman, Judd Thornton, Carl Rasmussen, and Tristen DeMille.

3. **PRESENTATION:** Mayor Ron Mosher opened the public hearing for the CDBG program and stated that this hearing is being called to consider potential projects for which funding may be applied under the 1998-99 Community Development Block Grant Program. It was explained that the grant money needed to be spent on projects benefiting primarily low and moderate income persons. The Five County Association of Governments in which Leeds Town is a member, is expecting to receive approximately \$900,000.00 in this new program year. All eligible activities which can be accomplished under this program are identified in the CDBG Application Guide and interested persons can review it at any time. Mayor Ron Mosher then read several of the eligible activities listed including, housing rehabilitation, construction of public works and facilities, i.e.: water and sewer lines, fire stations, acquisition of real property, parks eligible under the guide, provision of public services like food shelters. Also eligible are loan programs for private businesses which would hire low income persons, or for persons owning rental housing for lower income persons. Mayor Mosher indicated that in the past Leeds has received one grant towards the Fire Station. The town is looking at obtaining funding for eligible projects. Everyone was asked for their comments on what projects they would like the Town to apply for funding on. The Mayor asked that anyone with questions, comments or suggestions throughout the hearing please identify themselves by name, before they speak. The clerk will include your names in the minutes and we would like to specifically respond to your questions and suggestions during the hearing. Council members Joan Thornton and Kay Fairbanks asked several questions concerning projects they would like to see the Town apply for. One of the questions was concerning connection fees to the wastewater system owned and operated by Ash Creek Special Service District. Mr. Rasmussen and Mr. DeMille responded to them and discussion proceeded from there. The discussion was concerning how much the public would have to pay for the sewer loan. Mr. DeMille stated approximately \$30.00. It would be \$15.00 to Ash Creek and \$15.00 for the sewer. Show of public support is needed. The response to the Wastewater surveys was a total of 46. We need to do a poll by phone, send out additional surveys, or send around a petition to those who did not respond to the first survey. No other projects were mentioned by the Council and there was no further discussion. Mayor Mosher asked for any additional questions or comments. There were no comments regarding any other eligible projects that could be applied for through CDBG.



4. ADJOURNMENT: The meeting adjourned at 7:23 p.m.

APPROVED AND SIGNED THIS 10TH DAY OF DECEMBER 1997

Ron Mosher  
Ron Mosher, Mayor

attest: Joy Stevens  
Joy Stevens, Clerk/Recorder