

PUBLIC NOTICE

TOWN OF LEEDS TOWN COUNCIL MEETING

The Town Council of Leeds will hold a meeting on: **Wednesday December 10, 2003** at the **Leeds Town Hall**, at 218 North Main Street at **7:00 p.m.** Public is welcome to attend.

AGENDA

1. Call to Order
2. Roll Call
3. Pledge
4. Approval of Agenda and Minutes of November 12, 2003.
5. Leeds Town Auditor-2002-2003 Audit Report
6. Ordinance No. 03-11 Establishing a time and place for holding regular meetings.
7. Ordinance No. 03-10 amending Ordinance No. 1977 to adopt current building codes.
8. Tyler Westhoff-Eagle project for benches at the park.
9. Council Member Darrell Nelson

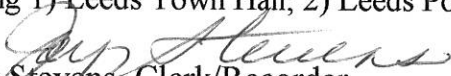
B. Planning Commission Items:

1. Silver Reef Highlands to address issues of open space and density by requesting approval of an amended preliminary plat.
Town Council consideration for revocation of preliminary plat approval for Silver Reef Highlands.
 2. Harold Furrow request a minor subdivision on his property.
 3. Carlyn Hall request approval of building plans for an attached garage.
 4. Clint Peterson request a Conditional Use Permit and building plans for mini storage units on Cemetery Road by the south bound on ramp.
 5. PTN Marybelle-Wayne Neilson request a minor subdivision adjacent to the fire station.
10. Planning Commission Chairman Jim Parnell
Discuss amending several of Leeds Ordinances
 11. Tabled Items-Discuss denial of Scott Hayes request to waive his impact fees.
 12. Mayor Norma Gier
Request expenditure up to \$1600.00 for computers and printers.
 13. Council Member Gloria Parnell
 14. Council Member Dave Harbour
 15. Council Member Dale Barnes
 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 Town Hall at 879-2447 at least 48 hours in advance.

Certificate of Posting

The undersigned Clerk/Recorder does hereby certify that the above notice was posted in three public places within Leeds Town limits on this 10th day of November, 2003. These public places being 1) Leeds Town Hall; 2) Leeds Post Office; 3) Norma's Country Kitchen & Things.


Joy Stevens, Clerk/Recorder

TOWN OF LEEDS

Minutes of the Town Council Meeting
December 10, 2003

1. CALL TO ORDER:

Mayor Norma Gier called the meeting to order at 7:04 p.m.

2. ROLL CALL:

Present was Mayor Norma Gier, Council Members Darrell Nelson, Gloria Parnell, Dave Harbour and Dale Barnes.

3. PLEDGE:

Dave Harbour

4. APPROVAL OF AGENDA AND MINUTES OF NOVEMBER 12, 2003:

Clerk/Recorder Joy Stevens advised the Council that item #6 establishing a time and place for holding regular meetings needs to be done by Ordinance not by Resolution. So item #6 will be Ordinance # 03-11 instead of Resolution # 03-15. Motion by Darrell Nelson to approve the agenda with the correction to item #6 being Ordinance #03-11 instead of Resolution # 03-15 and to approve the minutes of November 12, 2003. Seconded by Gloria Parnell. Passed unanimously.

5. LEEDS TOWN AUDITOR 2002-2003 AUDIT REPORT: Leeds Town Auditor Jerry Buckner was not present. He had called earlier in the day and indicated he had not completed the report.

6. ORDINANCE # 03-11 ESTABLISHING A TIME AND PLACE FOR HOLDING REGULAR MEETINGS: Mayor Gier read the Ordinance which changes the date for holding regular meetings. Town Council meetings which have been held on the second and fourth Wednesday will now be held on the last Wednesday of the month. The time and place did not change. (See attached ordinance). Motion by Dave Harbour to adopt Ordinance # 03-11 establishing a time and place for holding regular meetings. Seconded by Darrell Nelson. Passed unanimously.

7. ORDINANCE # 03-10 AMENDING ORDINANCE 1977 TO ADOPT CURRENT BUILDING CODES: Mayor Gier read the Ordinance to adopt current International Building and Fire Codes. The State of Utah and the Leeds Area Special Service District have already adopted the 2003 International Codes. Motion by Gloria Parnell to adopt Ordinance # 03-10 adopting the 2003 International Building and Fire Codes. Seconded by Dale Barnes. Passed unanimously.

8. TYLER WESTHOFF EAGLE PROJECT FOR BENCHES AT THE PARK:

Westhoff introduced himself and presented to the Council a plan to place 12 benches at the Town park for his Eagle project. Westhoff said he will need help with the funding for the

bench material. Westhoff indicated the cost to be approximately \$300.00. The Council discussed location, safety of the placement, size and finish on the benches. Council Member Dale Barnes will work with Westhoff on all of these concerns. **Motion** by Dale Barnes to approve the benches with an expenditure up to \$325.00. **Seconded** by Gloria Parnell. **Roll call vote. All aye votes. Passed unanimously.**

9. COUNCIL MEMBER DARRELL NELSON:

Planning Commission Items:

1. **Silver Reef Highlands to address issues of open space and density by requesting approval of an amended preliminary plat.**

Town Council consideration for revocation of preliminary plat approval for Silver Reef Highlands. Silver Reef Highlands had received approval of the preliminary plat previously, however, it was later noted that the density was an issue. They needed 54 acres in order to comply with the R-R-2 zone and 27 lots. They also needed to make the road 55' rather than the 50' indicated on the plat. At the Planning Commission meeting it was also noted that the 200' frontage requirement on 2 acre lots had not been met. Council Member Darrell Nelson said the Planning Commission had recommended approval of the revised preliminary plat specifically the density and the road width. The Planning Commission did this realizing there was a problem with the 200' frontage requirement. Dallin Gardner presented a revised plat indicating the issue with density and road width have now been remedied. They added more open space to comply with the density requirement. Attorney Snow said with the revised plat the blended density and road issue has been addressed. The 200' frontage requirement in an R-R-2 zone is an issue that needs to be resolved. Attorney Snow said Silver Reef Highlands can do one of three things. 1. Is to submit a new plat with all lots having 200' frontage. 2. Apply for a variance from the Board of Adjustment. 3. Apply for a PUD (Planned Unit Development). Attorney Snow said a PUD is an overlay zone which doesn't stick you to a set width requirement. Discussion then went to PUD requirements. Dallin Gardner stated they are prepared to come back in January for a PUD permit. Attorney Snow reminded Gardner that there were other conditions placed on the approval of the preliminary plat. The conditions were discussed. Conditions and compliance being reviewed by Attorney Snow was one of the conditions. The others are: LDWA written formal approval, signed deferral for curb and gutter, BLM right of way be granted for the water tank, written consent on the plat from SITLA to provide for circulation of the stubbed roads, 50' road be widened to 55'. Mayor Gier read the purpose and definition of a PUD from the Leeds Zoning/Subdivision Ordinance. Attorney Snow said a PUD is the best solution. Discussion went to consideration of changing the ordinance to read less required frontage, the homeowners association retaining ownership of the open space and the size of the lots. The Council was very concerned that the open space remain open space and never be developed. Attorney Snow said it needs to be written into the agreement that the open space will never be developed in order to keep the natural integrity of the land. Dallin Gardner said they will put it in their CC&R's that the open space is never to be developed. Attorney Snow said he will read the CC&R's thoroughly. Council then discussed concerns about lots 6 & 7 being less than an acre and suggested the two lots be combined to be compatible with the adjacent landowners. The Council discussed what their options are concerning a motion. They considered tabling until the ordinance has been amended concerning the 200' width requirement. Approve subject to Silver Reef Highlands being approved for a PUD. Approve contingent upon success of acquiring a PUD based on combining

or reconfiguring of lots to improve the size of lots 6 & 7. **Motion** by Gloria Parnell to table. **Seconded** by Dave Harbour. **Discussion** Harbour said Silver Reef Highlands will have an opportunity to come back for a PUD permit. Attorney Ence for Silver Reef Highlands said these issues can be addressed with the preliminary for PUD approval. Gloria Parnell withdrew the motion. Dave Harbour withdrew the second. **Motion** by Dale Barnes to approve the preliminary plat subject to the condition they obtain a PUD permit and conditioned lots 6 & 7 be enlarged to be more in compliance with the other lots and no dirt to be moved until the PUD has been approved. Motion died for lack of a second. Attorney Ence asked the Council not to condition lots 6 & 7 and see what they can come up with on the final and a PUD. Attorney Snow said the best time to work through all of these issues is during the preliminary phase and not the final. **Motion** by Dave Harbour to approve the preliminary based on future approval of a PUD. No dirt to be moved in the meantime. Lots 6 & 7 be adjusted upwards to be more compatible with the lots on the East side. All other conditions applied to the preliminary plat previously still apply. **Seconded** by Gloria Parnell. **Passed unanimously.**

2. Harold Furrow request a minor subdivision on his property. Furrow will be coming back to the Town to petition for annexation since a portion of the property he wants to divide and sell is in the County.

3. Carlyn Hall request approval of building plans for an attached garage. The Commission approved the building plans for Hall contingent upon a site plan being submitted before they are given to the building inspector.

4. Clint Peterson request a Conditional Use Permit and building plans for mini storage units on Cemetery Road by the South bound on ramp. The Planning Commission recommended Peterson re-submit a plat with revisions to it indicating boundaries, retention pond, elevations etc. Peterson will come back to the Commission with a new plat.

5. PTN Marybelle Wayne Neilson request a minor subdivision adjacent to the fire station. Wayne Neilson asked for his item to be stricken from the agenda indicating he will find another use for his property.

10. PLANNING COMMISSION CHAIRMAN JIM PARNELL:

Discuss amending several of Leeds Ordinances. Chairman Parnell expressed his concerns with several of Leeds Ordinances. Parnell said he would like to amend the 200' width requirement in the R-R-2 zone. Parnell said the 125' requirement in the R-R-1 zone is also too much. Parnell said he would like to do a formula according to lot size. Parnell said flag lots are a lot of problems. He would like to stop flag lots unless they obtain a variance. Commercial lots have no frontage requirements at all. Parnell said he would like to also make it more clear as to requirements for accessory buildings. Mayor Gier suggested the Commission have a work session concerning these issues and come up with a solution.

11. TABLED ITEMS:

Discuss denial of Scott Hayes request to waive his impact fees. The Council tabled this item at the last meeting until they had the opportunity to read a letter from the Town Attorney concerning this request. The Council discussed the fact that an old home has been replaced by a new modern home which enhances the property significantly. Mayor Gier read a resolution from 1994 in which the Council at that time waived the impact fees for a property owner who removed a trailer and built a nice home in its place. Since the Hayes new home is a

benefit to the Town the Council agreed to reduce the impact fee by 75%. The 25% will be charged to the Hayes to help offset staff and attorney fees associated with this request. **Motion** by Darrell Nelson to lower the impact fee for the Hayes to \$250.00 to cover costs associated with this request. **Seconded** by Dale Barnes. **Roll call vote. All aye votes. Passed unanimously.**

12. MAYOR NORMA GIER:

Request expenditure of up to \$1600.00 for computers and printers. Mayor Gier said she received a call from Chief Nelson regarding Joy and Becky's computers. Chief Nelson spends considerable time working on these computers. Joy stated she can't get her printer to work without hitting on it. Joy's computer went out last week and went in to be repaired. The technician said the mother board is going out on it and it could crash at any time losing everything on it. Becky's computer is also old and will be needing repairs. Mayor Gier said so far there is one proposal for 2 PC's, 2 multifunction printers, cabling and equipment, setup and downloading the data from the old computers to the new ones for \$1600.00. Mayor Gier said she would like to see at least one more proposal. **Motion** by Dale Barnes to expend up to \$1600.00 for the computer equipment. **Seconded** by Darrell Nelson. **Roll call vote. All aye votes. Passed unanimously.**

13. COUNCIL MEMBER GLORIA PARNELL:

Gloria had nothing at this time.

14. COUNCIL MEMBER DAVE HARBOUR:

Harbour said he should have a draft of the General Plan available the middle of December for the Council and Planning Commission to review. The Council will schedule a work session for the 2nd Wednesday in January to work on the draft.

15. COUNCIL MEMBER DALE BARNES:

Barnes said Russ Peine has been doing some rock and dirt work at the park in preparation for the playground equipment. So far one resident has made a donation of \$100 towards the park improvements. Barnes said he will send thank you letters for the donation and volunteer work.

16. ADJOURNMENT:

The meeting adjourned at 9:30 p.m.

APPROVED AND SIGNED THIS 28TH DAY OF JANUARY 2003



Mayor Norma Gier



attest: Clerk/Recorder Joy Stevens

TOWN OF LEEDS

ORDINANCE NO. 03-11

**AN ORDINANCE OF THE LEEDS TOWN COUNCIL ESTABLISHING A
TIME AND PLACE FOR HOLDING REGULAR MEETINGS**

WHEREAS, the Town Council of the Town of Leeds has held an open and public meeting on the 10th day of December 2003, to approve Ordinance No. 03-11; and

WHEREAS, the Town Council of the Town of Leeds, recognizes the need to change the Town Council meeting day from the second and fourth Wednesday of each month to the last Wednesday of each month; and

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF LEEDS, UTAH, THAT THE FOLLOWING SHALL BE ADOPTED:

- 1. The Leeds Town Council, held an open and public meeting on December 10, 2003, and by unanimous vote, did adopt Ordinance No. 03-11.**
- 2. The Leeds Town Council will conduct the Town of Leeds regular meeting on the last Wednesday of each month at the Leeds Town Hall, and shall begin promptly at 7:00 p.m.**
- 3. If any section, subsection, phrase or clause of this Ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such section, subsection, phrase or clause shall be deemed separate, distinct and independent and such holding shall not affect the validity of the remaining portions of this Ordinance.**
- 4. All ordinances or parts of ordinance in conflict herewith are hereby repealed.**
- 5. In the opinion of the Leeds Town Council, it is necessary that this Ordinance become effective immediately upon its adoption.**

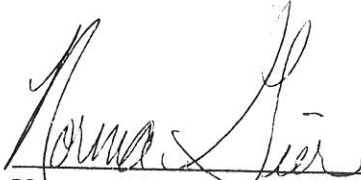
CERTIFICATION:

The foregoing Ordinance was read in its entirety at the regular Town council meeting held at the Leeds Town office on the 10th day of December, 2003, whereupon, a motion to adopt said Ordinance was made by Dale Barnes and seconded by Darrell Nelson.


A roll call vote was taken with the following results:

PASSED AND ADOPTED BY THE LEEDS TOWN COUNCIL, STATE OF UTAH, ON THIS 10TH DAY OF DECEMBER 2003 BY THE FOLLOWING VOTE:

	AYE	NAY	ABSTAIN	ABSENT
Norma Gier	<u>X</u>	—	—	—
Darrell Nelson	<u>X</u>	—	—	—
Gloria Parnell	<u>X</u>	—	—	—
Dave Harbour	<u>X</u>	—	—	—
Dale Barnes	<u>X</u>	—	—	—



Norma Gier, Mayor Town of Leeds



attest: Joy Stevens, Clerk/Recorder

TOWN OF LEEDS

ORDINANCE NO. 03-10

**AN ORDINANCE AMENDING ORDINANCE NO. 1977 TO ADOPT CURRENT
BUILDING CODES**

WHEREAS, the Leeds Town Council finds that it is in the best interest of the Town and its citizens that certain building codes be adopted; and

WHEREAS, it is in the best interest of the health, welfare and safety of the citizens of the Town of Leeds to update building codes from time to time; and


NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF LEEDS, UTAH, THAT THE FOLLOWING SHALL BE ADOPTED:

**2003 International Building Code
2003 International Residential Code
2003 International Electrical Code
2003 International Plumbing Code
2003 International Mechanical Code
2003 International Fuel Gas Code
2003 International Property Maintenance Code
2003 International Fire Code
2003 International Energy Conservation Code**

- 1. The Leeds Town Council held an open and public meeting on December 10, 2003, and by unanimous vote, did adopt Ordinance No 03-10.**
- 2. Any person violating, causing or permitting violation of any provision of this Ordinance shall be guilty of a misdemeanor.**
- 3. If any section, subsection, phrase or clause of this Ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such section, subsection, phrase or clause shall be deemed separate, distinct and independent and such holding shall not affect the validity of the remaining portions of this Ordinance.**
- 4. A copy of the Building Codes are on file in the office of the Town Clerk of the Town of Leeds for use and examination by the public.**
- 5. All ordinances or parts of an ordinance in conflict herewith are hereby repealed.**
- 6. In the opinion of the Leeds Town Council, it is necessary to the health and safety of the citizens of the Town that this Ordinance become effective immediately upon its adoption.**

PASSED AND ADOPTED BY THE LEEDS TOWN COUNCIL, STATE OF UTAH, ON THIS 10TH DAY OF DECEMBER 2004 BY THE FOLLOWING VOTE:

	AYE	NAY	ABSTAIN	ABSENT
Norma Gier	<u>X</u>	—	—	—
Darrell Nelson	<u>X</u>	—	—	—
Gloria Parnell	<u>X</u>	—	—	—
Dave Harbour	<u>X</u>	—	—	—
Dale Barnes	<u>X</u>	—	—	—



Norma Gier, Mayor Town of Leeds



attest: Joy Stevens, Clerk/Recorder

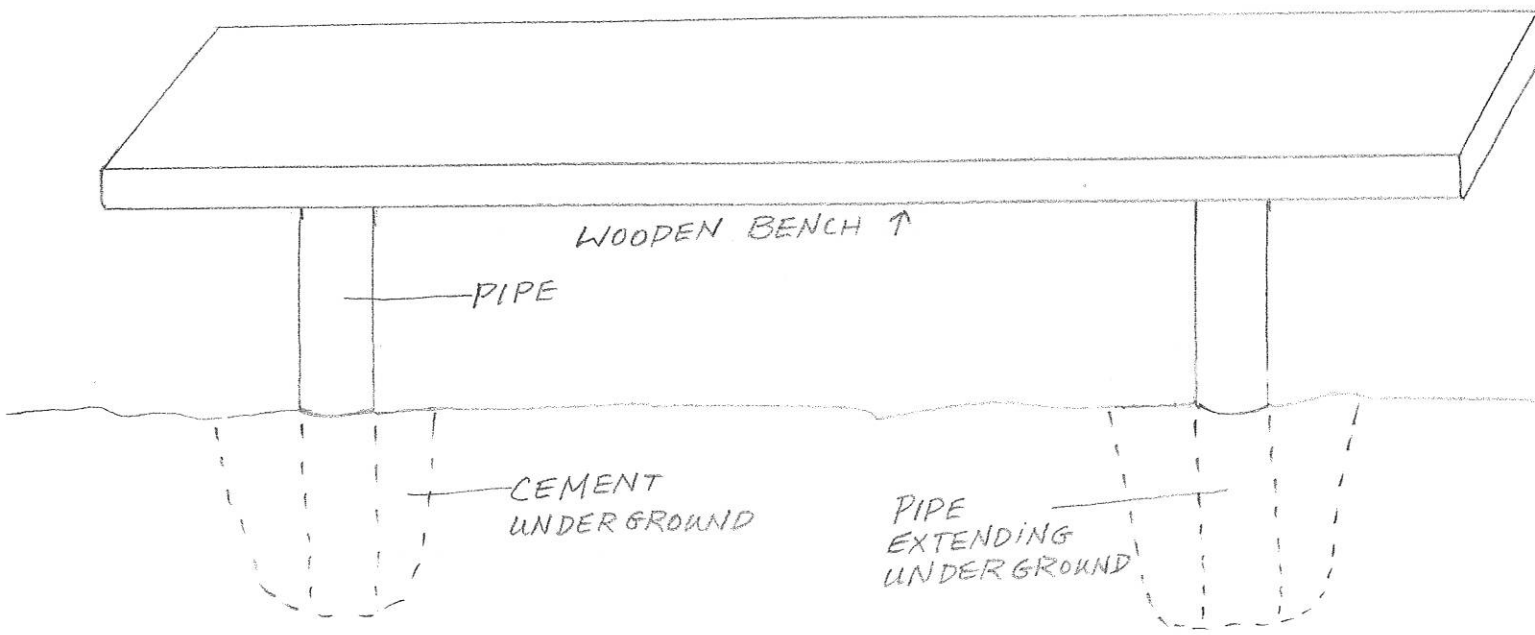
Honorable Members of the Leeds Town Council,

My name is Tyler Westhoff. I am here to ask for your **permission** and for your **help in funding** for my Eagle Scout Project. I would like to put **benches** around the Leeds Town Park for the benefit of the people of Leeds to provide a place for rest and a place for parents to watch their children while playing. I would follow the layout displayed in the post office. If I can get the funding for this project I will have the benches in by the end of the year.

To contact me:

Call 879-8744 ask for Tyler Westhoff

List of Materials	Anderson's Price	Home Depot's Price	Lowe's Price
12 foot 2X10 Qty 3	\$13.06x3	\$13.57x3	\$13.12x3
16 foot 2X10 Qty 3	\$17.42x3	\$18.09x3	\$17.52x3
Cement Bag-1 bag/hole Qty24	\$2.85x24	\$2.55x24	\$2.88x24
Bolts Qty 24		\$0.45x24	
Nuts Qty 24		\$0.13x24	
Paint 5 Gal	aprx \$60-70	aprx \$50-60	aprx \$93.00 discount avbl
Primer 5 Gal	aprx \$30	\$70	Not needed with Paint above
Pipe 44"per piece Qty 24	Provided		
Plate metal	Provided		
Braces	Provided		
Welding Equipment	Provided		
Cutting Torch	Provided		
Max Total	\$273.76	\$300.10	\$267.96



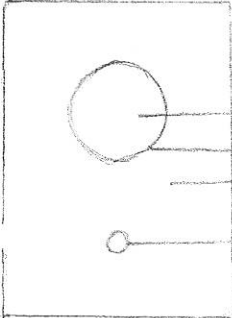
WOODEN BENCH ↑

PIPE

CEMENT UNDERGROUND

PIPE EXTENDING UNDERGROUND

UNDERSIDE OF BENCH

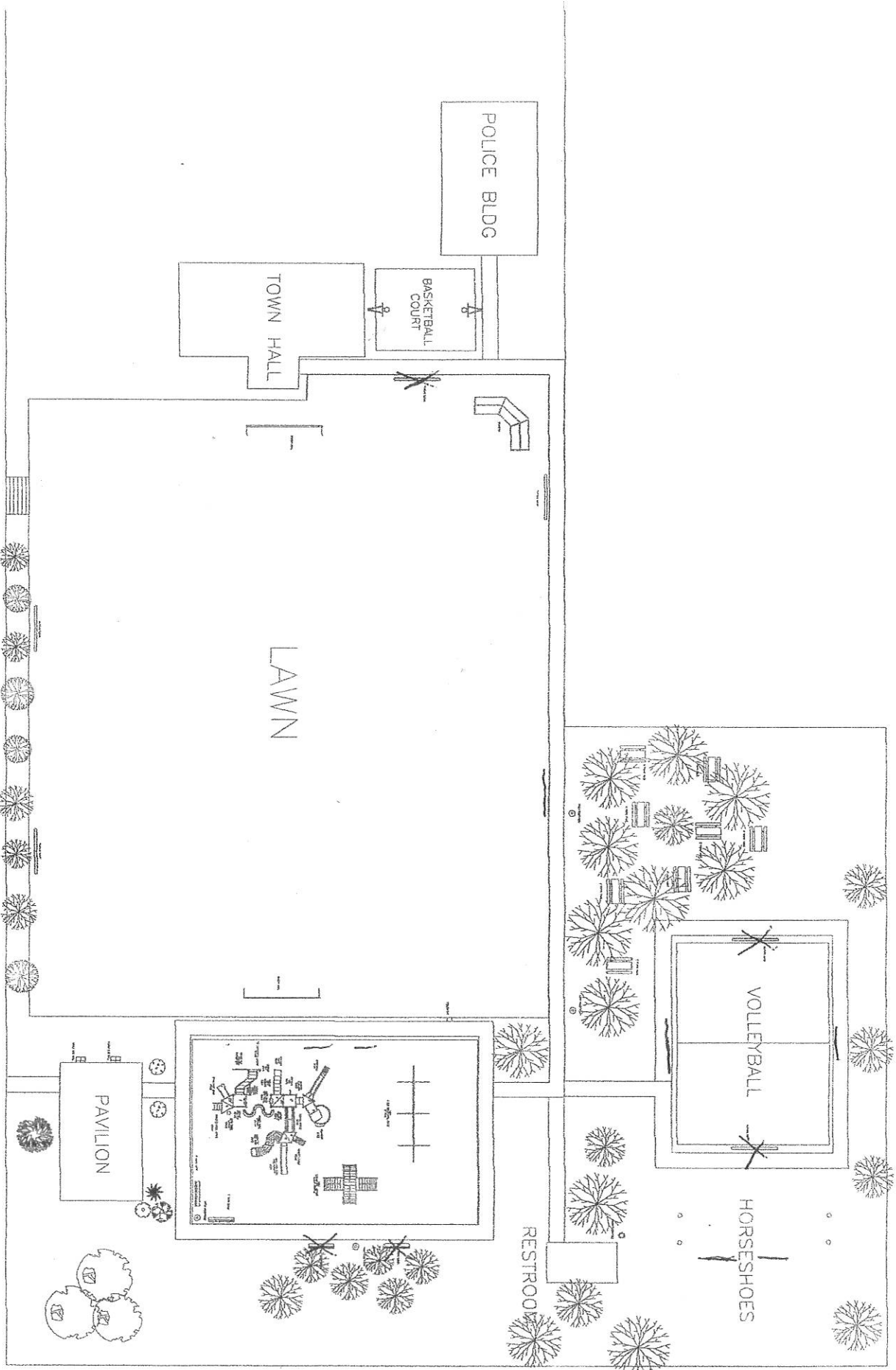


PIPE

FLAT METAL

BOLTED TO WOODEN BENCH

WELDED
TOGETHER



PUBLIC NOTICE
TOWN OF LEEDS
TOWN COUNCIL MEETING

The Town Council of Leeds will hold a meeting on, **Tuesday, December 30, 2003**, at the Leeds Town Hall, 218 North Main Street at **4:00 p.m.** Public welcome to attend.

AGENDA

1. Call to Order
2. Roll Call
3. Pledge
4. Leeds Town Auditor Jerry Buckner
2002-2003 Audit Report
5. Adjournment

POSTED THIS 29TH DAY OF DECEMBER 2003


Joy Stevens, Clerk/Recorder

Posted in the following public places:

1. Leeds Town Hall
2. Leeds Post Office
3. Waltons Plaza

THIS NOTICE MUST BE POSTED UNTIL DECEMBER 31, 2003. IT IS AGAINST UTAH STATE LAW TO REMOVE BEFORE DATE INDICATED.

In compliance with the Americans with Disabilities Act, the Town of Leeds will make reasonable accommodation for persons needing assistance to participate in this public meeting. Persons requesting assistance are asked to call Joy Stevens at 879-2447 at least 48 hours prior to the meeting.

TOWN OF LEEDS
Minutes of the Town Council Meeting
December 30, 2003

1. CALL TO ORDER:

Mayor Norma Gier called the meeting to order at 4:04 p.m.

2. ROLL CALL:

Present was Mayor Norma Gier, Council Members Darrell Nelson and Gloria Parnell. Also present was Auditor Jerry Buckner, Treasurer Becky Welch and Clerk/Recorder Joy Stevens. Dave Harbour and Dale Barnes were excused.

3. PLEDGE:

Gloria Parnell

4. LEEDS TOWN AUDITOR JERRY BUCKNER:

2002-2003 Audit Report. Mr. Buckner handed out the General Purpose Financial Statements year ended June 30, 2003. Buckner stated it is required by law to complete and submit the audit report before the end of the Town's fiscal year. Buckner and the Council discussed GASB-34 (Governmental Accounting Standards Board Statement No. 34). The Town will implement GASB-34 for fiscal year ending 2004. Buckner said the Mayor will be required to write a letter to the community concerning management discussion analysis. Buckner stated he will give her the literature concerning the required letter.

The various accounts and funds in the financial statement were discussed. Buckner said the results of the audit disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standard*.

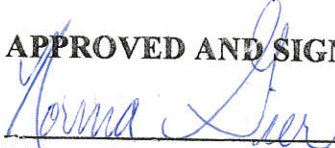
Buckner did state that there are recommendations for certain audit findings. The two findings the Town needs to implement are: 1) Invoices do not always bear written evidence of approval by the Mayor or other designated official. 2) Deposits are required to be deposited within 3 business days. The Town will implement the auditors' recommendations.

Motion by Darrell Nelson to approve the General Purpose Financial Statements year ended June 30, 2003. **Seconded** by Gloria Parnell. **Roll call vote. All aye votes. Passed unanimously.**

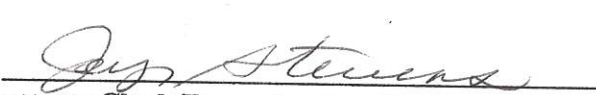
5. ADJOURNMENT:

The meeting adjourned at 4:45 p.m.

APPROVED AND SIGNED THIS 28TH DAY OF JANUARY 2003



Mayor Norma Gier



attest: Clerk/Recorder Joy Stevens