

PUBLIC NOTICE

TOWN OF LEEDS TOWN COUNCIL MEETING

The Town Council of Leeds will hold a Meeting on
Wednesday, July 28, 2010, 7:00 p.m.
At Leeds Town Hall, 218 North Main Street
Public is welcome to attend

AGENDA - Amended

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 July 14, 2010 Town Council and Executive Meetings
6. Financials Reports for June 2010
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.*

WORK SESSION:

ACTION ITEMS:

9. Discussion and possible approval of Bid for a Rock Retaining Wall on Park side adjoining Snow Property.
10. Discussion and possible approval of Bid for Road Damage Mitigation measures.
11. Discussion and possible approval of Expenditure to repair damaged electrical wire to the pavilion
12. Discussion and possible approval of Revised Bid on CCC Camp handrails for steps.

DISCUSSION ITEMS:

13. Discussion and Review of Site Plan Ordinance Final Draft – recommended from PC (to set for Public Hearing)
14. Discussion & review of Land Use Ordinance amendment to Subdivisions Chapter 21 regarding plat approval expirations on final plats - recommended from PC (to set for Public Hearing)
15. Reports by Town Council Members if any

UPDATES BY STAFF:

16. Ascertain if a work session with the TC & PC is possible with the TC to discuss the General Use Map, Circulation Map, and future Land Use Plan.

EXECUTIVE CLOSED SESSION – An Executive Meeting may be held for the discussion pending or reasonably imminent litigation; as allowed by Utah State Law (52-4-205)(1)(c).

17. 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 July 27, 2010. These public places being at Leeds Town Hall, Leeds Post Office, the Utah Public Meeting Notice website <http://pnm.utah.gov>, the Town of Leeds Website www.leedstown.org, and Spectrum Newspaper


Fran Rex, Clerk / Recorder

TOWN OF LEEDS TOWN COUNCIL MEETING

July 28, 2010

MINUTES

BUSINESS SESSION:

1. **Call to Order** – At 7:02 p.m. by Mayor Hyrum Lefler.
2. **Pledge of Allegiance** – was led by Frank Lojko.
3. **Roll Call** – Present was Mayor Hyrum Lefler and Council Members Alan Roberts, Angela Rohr and Frank Lojko. Council Member Keith Sullivan was excused. Clerk /Recorder Francene Rex, Public Works Director George Fridell, Historical Committee Members LoAnne Barnes and Martha Ham were also in attendance.
4. **Declaration of Abstentions and Conflicts by Council Members** – None
5. **A Motion** was made by Alan Roberts with a **second** by Frank Lojko to **Approve** the Consent Agenda which included the **Town Council Minutes** from **July 14, 2010**. An **Aye** Vote was **Unanimous**.
6. **Financials Reports for June 2010** – Mayor Lefler and Council Member Angela Rohr had questions and planned to speak with Town Treasurer Jean Beal regarding the format of the report
7. **Announcements** – Mayor Lefler thanked all those involved for the successful 24th of July activities, with the Parade on Main Street lined with the American Flags, the games in the park and the pot luck dinner and storytelling in the evening. He noted Brenda Lyman volunteered to head up the parade next year.
8. **Citizen Comment** - None

WORK SESSION:

ACTION ITEMS:

9. **Discussion and possible approval of Bid for a Rock Retaining Wall on Park side adjoining Snow Property** Mayor Lefler informed that the Town had received some bids on the rock wall. He noted the work would need to allow for possible future steps somewhere along the wall to create a walk-way between the two properties in case the Snow's donated another portion of their property to the Town. Publics Work Director George Fridell stated the bids included the following: a) leveling off the area past the restrooms for parking which should alleviate some of the parking pressure from the street; and b) creating a ridge to prevent cars from backing over the edge. Mayor Lefler noted it was a worthwhile expenditure, to which Council Member Frank Lojko agreed since the Town felt obligated to help with the Snow's property clean-up and help prevent future problems. Lojko asked if the rocks would be stacked in a slope to which Fridell said yes. He also reminded that the asphalt piles needed to be mitigated. Fridell responded he had given permission for the winning bidder to use the asphalt close to the wall as backfill, but the majority of it needed to be taken care of by the Washington County Water Conservancy District. Historical Committee Member LoAnne Barnes noted there were still monument stones which came from an historic Sullivan home that needed to be moved off and saved. There was discussion on how the parking area would be done, and what funds should/could be used. Council Member Alan Roberts noted the importance of creating a distinct property line and that Mike Eager had said the top of the wall would establish this line, and the sloping rock wall would be on the Snow's property. He noted the existing fence (which was now pushed over in some areas) marked the property line. Mayor Lefler

agreed. Lojko asked if the Town was certain it had the permission to use the rocks on the Snow property for the fence, to which Fridell said Mike Eager was in the process of writing a letter stating permission to use the rocks on the Snow's property for the wall. The Council discussed which bid would be best and decided it would be best to see or get pictures of all the bidders and forward the item to the August 11, 2010 Town Council Meeting.

10. Discussion and possible approval of Bid for Road Damage Mitigation measures – Council Member Frank Lojko advised that since the recently chip/seal roads had been done at the same specs as the highway specs, it would be good to reduce future damage to the roads by putting corner curb in to keep people from cutting the corners and breaking off and deteriorating the roads. He referred to a bid from Sunrise Engineering. The corners he suggested were as follows: Two (2) curbs at Center Street, Mulberry, Cherry Lane, and 200 North; and One (1) curb on Vista and Main. He said he needed to confirm if LDWA would be working on Mesa View & Silver Meadows, and noted that none of the curbs would go onto roads where the LDWA will be digging to put in new lines. Lojko said he would be meeting with Kurt to confirm which corners should be done. He said some of the funds could come from impact fees, and some could come from the road funds. He said some of the bid went for a field study to make sure the curbs were not placed on private property. Council Member Angela Rohr asked if the plans coincided with the storm water master plan, to which Lojko said a survey would be conducted to make sure water would not be trapped anywhere. Council Member Angela Rohr asked if the Town should wait until the LDWA completed their work, to which it was reminded that curbs would not be placed on roads LDWA planned to work. Roberts noted the “modified curb” was not according to Town standards, and wondered if there was another choice for curbs, or whether the Town wanted to add the “modified curb” to its standards. Lojko noted the Town had recently paid for a broken sidewalk on private property due to someone taking the corner too sharply and breaking the sidewalk, and thought experimenting by putting one curb in would be good. Mayor Lefler wondered if different curb standards could be used on rural roads from what was approved for main roads. It was decided to continue the discussion during the August 11, 2010 Town Council Meeting.

11. Discussion and possible approval of Expenditure to repair damaged electrical wire to the pavilion – Council Member Alan Roberts explained that the current power serving the park and pavilion was inefficient since it had been damaged. He said the new panel in the pavilion needed the second feeder line. Mayor Hyrum Lefler asked if the bid included the installation of the line, to which Roberts said the installation would be donated. Council Member Angela Rohr asked regarding the cost of a subpanel, to which Roberts responded that the subpanel cost was incorporated into a prior approved Boy Scout Eagle Project. A Motion was made by Frank Lojko with a second by Alan Roberts to Approve the Bid #S4055369 of \$1,669.79 to Codale Electric Supply, Inc. for the park, with funds to be taken from the park impact fees. A Roll Call Vote was taken.

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			

Bid of \$1,669.79 for electrical wire repair at park was Passed x Rejected TABLED

COST TO THE TOWN \$1,669.79 from the Park Impact Fees

Discussion and possible approval of Revised Bid on CCC Camp handrails for steps – Council Member Alan Roberts reported that the restoration of the CCC Camp steps was completed, but the project also included the installation of a handrail. He noted the original bid for the handrail of \$2,300 was for threaded galvanized threaded pipe and did not meet Town code which refers to the 2006 International Building Code. He said the threading posed an accident risk. He advised he had met with the Leeds Historical Committee Chair Martha Ham, and Don Hartley and Suzanne Crook to discuss optional handrail materials. He stated it was agreed that as long as the new material did not transfer to individuals or surrounding area, it would be okay to use a different material. He stated he had received

a verbal bid from Master Craft (the ones who did the steps) to do a handrail to code at \$3,600. There was discussion as to whether to hold the company to the original bid, but Martha Ham stated she felt Master Craft had worked well with Leeds to hear what the Town wanted, and that during three prior meetings with Master Craft and other bidders, the need to build to a specific code was not emphasized. Council Member Frank Lojko suggested the Town ask the material supplier to donate materials or sell it at cost. He volunteered to contact them. Roberts noted the recent savings of \$6,000 due to Rocky Mountains labor donation to dig holes for the basketball/volleyball court lights. Roberts also stated that according to code, the landing area of the CCC Camp steps would need panels for safety which would entail three horizontal rails or vertical rails at less than four (4) inches apart. Roberts said he was pleased with the work Master Craft had completed so far, and stated if the handrails met code standard, there was less chance the Town would be held responsible for an accident. Lojko felt it was okay to spend the money to do it right, and felt continue citizen support was more likely if projects were done right the first time. Martha Ham appreciated the Council taking action since the project needed to be finished with the check cut by August 31st, 2010 in order to receive the grant matching funds. Mayor Lefler noted the Town needed a written bid for the project. With the comment that he would pursue donations for some of the expenditure, but the desire to approve the entire amount just in case, a **Motion** was made by Frank Lojko with a **second** by Alan Roberts to **Approve Expenditure for up to \$1,300 for the CCC Camp Handrails with \$700 to come from general funds, and the remaining funds to come from the historical funds.** Angela Rohr noted the purpose for the change in railing type was to mitigate any future liability for any possible accidents on Town property. To which Frank Lojko accepted as a footnote to his motion. **A Roll Call Vote was taken.**

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			

Expenditure for up to \$1,300 for the CCC Camp Handrails was Passed x Rejected TABLED

COST TO THE TOWN up to \$1,300.00 (\$700.00 from General Fund, up to \$600 from Historical Fund)

Martha Ham noted she was working on another grant and wanted to have an informal discussion with the Town Council at a work meeting to strategize a plan of how the CCC Camp could fit into economic development. She also said the grant would be coming to the Town, but would like a letter of understanding from the Town stating the funds would go to a Wells Fargo Monument.

DISCUSSION ITEMS:

12. Discussion and Review of Site Plan Ordinance Final Draft – recommended from Planning Commission to set for a Public Hearing - Mayor Hyrum Lefler recognized and welcomed Planning Commission (PC) Member Denise Johnson. Johnson informed that PC Chair Jeff Mathis noticed Leeds did not currently have a site plan ordinance addressing requirements for commercial buildings, although other ordinances ambiguously referred to presumed commercial site plan requirements. She said their goal was to try and keep costs down during the initial analysis, so up-front costs were not ridiculously high. The more extensive costs would be incurred once some approvals were in place. She said they tried to keep it simple and less ambiguous, and noted the PC was in the process of reviewing the current ordinances and identifying those in which the new proposed ordinance would apply, and the ones which would not. She added that they tried to cover things that may come about in the future. Council Members Alan Roberts and Frank Lojko applauded their efforts and thought a site plan would be helpful. Mayor Lefler said he had attended the PC meeting and thought it was good that future things were addressed in the site plan. Council Member Angela Rohr asked regarding referencing the International Building Code, to which Johnson said by referencing it only, the Town could stay up to date with the International Building Code. There was discussion on the timing of the Council’s review and comments to the PC, and setting the item for a public hearing. Johnson noted this was important to the Town, and it was okay not to rush it so the Town Council could have adequate time for review.

Roberts also thought citizens should have adequate time for comments during the process as well. The Council advised that the PC should plan for a public hearing after the TC review and comments.

13. Discussion & review of Land Use Ordinance amendment to Subdivisions Chapter 21 regarding plat approval expirations on final plats - recommended from Planning Commission to set for a Public Hearing – Planning Commission Member Denise Johnson said this amendment was a clean-up of ambiguity and missing language. She said the PC had also added sections 28.7.1; 28.7.2; and 28.7.3 to define a plats validity period. Council Member Alan Roberts added that the new sections also dealt with the development issue of interpreting what the term “without work starting” meant. He thought the new sections were specific and left no room for misinterpretation. Council Member Frank Lojko noted two circumstances earlier in the year where problems arose due to the ambiguity. He and Roberts both noted this amendment would solve having those problems again. It was agreed the Planning Commission should schedule a public hearing for this item in September, or along with the site plan public hearing.

14. Reports by Town Council Members – Mayor Hyrum Lefler apprised of a meeting with Sunrise Engineering regarding the storm water master plan and the CIB grant. He said the Town would need to make approximate \$9,000 expenditure and get reimbursement. Council Member Alan Roberts noted an upcoming meeting next week with Sunrise regarding sewer. When asked regarding the progress of the park rubber chips, Council Member Frank Lojko said Public Works Director has spent his time on the rock wall issues and has not had a chance to get back to the rubber chip issue. Roberts gave the following update on the Eagle Project of lighting the basketball/volleyball court, he said: Rocky Mountain had donated time to set the poles; the following Monday, the Scout Troop would be putting in the underground conduit; many entities have given donations of time and resources; and it has been a big cost savings to the Town. He said the Eagle Scout would comprise a statement detailing what the costs would have been. Mayor Lefler asked Council Member Angela Rohr to schedule a meeting with volunteers to begin the codification review process. He noted he would attend.

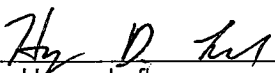
UPDATES BY STAFF:

15. Ascertain if a work session with the TC & PC is possible with the TC to discuss the General Use Map, Circulation Map, and future Land Use Plan – Mayor Lefler asked the Council who would be available for an August 18th, 2010 combined meeting with the Planning Commission at 7:00 p.m. Those confirming attendance were Mayor Lefler, Alan Roberts, and Angela Rohr.

EXECUTIVE CLOSED SESSION – None

16. Adjournment at 9:34 p.m. by Frank Lojko

APPROVED ON THIS 11th DAY OF August, 2010



Mayor Hyrum Lefler

Attest:



Clerk/Recorder Francene Rex