

PUBLIC NOTICE

TOWN OF LEEDS TOWN COUNCIL MEETING

The Town Council of Leeds will hold a Meeting on
Wednesday, July 27, 2011, 7:00 p.m.
At Leeds Town Hall, 218 North Main Street
Public is welcome to attend

AGENDA

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 13, 2011 Town Council Meeting
6. Financial Reports for June, 2011
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.*

REGULAR MEETING:

ACTION ITEMS:

9. Discuss of and setting a date to hold a Public Hearing for a proposed Addressing Changes for public safety

WORK SESSION:

DISCUSSION ITEMS:

10. Discussion on Addressing Grid Proposed Resolution
11. Presentation on the proposed Storm Water Master Plan by Sunrise Engineering
12. Reports by Town Council Members:
 - a. Frank Lojko – bids on roads
13. Update on Council Member responsibilities

UPDATES BY STAFF:

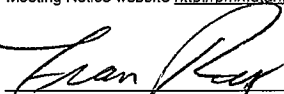
CLOSED MEETING – A Closed Meeting may be held for the discussion of the character, professional competence, or physical or mental health of an individual as allowed by Utah State Law 52-4-205(1)(a). OR A Closed Meeting may be held for the discussion pending or reasonably imminent litigation; as allowed by Utah State Law (52-4-205) (1) (c).

14. 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 26, 2011. These public places being at Leeds Town Hall, Leeds Post Office, the Utah Public Meeting Notice website <http://pmn.utah.gov>, the Town of Leeds Website www.leedstown.org, and Spectrum Newspaper



Fran Rex, Clerk / Recorder

TOWN OF LEEDS TOWN COUNCIL MEETING

July 27, 2011

MINUTES

BUSINESS SESSION:

1. **Call to Order** – At 7:10 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 and Frank Lojko. Council Members Angela Rohr and Keith Sullivan were excused. Also in attendance were Clerk/Recorder Fran Rex and Treasurer Jean Beal.
4. **Declaration of Abstentions and Conflicts by Council Members** – None.
5. **A Motion** was made by Alan Roberts with a **second** by Mayor Lefler to **Approve Tonight's Agenda without the July 13, 2011 Town Council Meeting Minutes**. An **Aye** vote was **Unanimous from those present**.
6. **Financial Reports for June, 2011** – Mayor Lefler noted the Town received an approximate net income of \$7,000.00, of which \$8,000.00 was received for class "c" road funds. Council Member Alan Roberts asked if Utah Department of Transportation (UDOT) would help pay for the Main Street lighting since it is a state road. Council Member Frank Lojko thought they would if contacted and given examples of where UDOT paid for other municipality's street lighting on state roads.
7. **Announcements:** Mayor Lefler stated there would be two Town Council positions opening this year. An election will be held in November. He listed those who filed a "Declaration of Candidacy" as: Joe Allen, Peter Aurigemma, Nate Blake, and recumbent Alan Roberts. Lefler also stated there were two (2) Planning Commission positions open and one (1) Board of Appeal position open. Those wishing to fill those positions could file a "letter of intent" with the clerk/recorder during regular business hours, mail it, or email to Leedstownhall@beyondbb.com.
8. **Citizen Comment** - None

REGULAR MEETING:

ACTION ITEMS:

1. **Discuss of and setting a date to hold a Public Hearing for a proposed Addressing Changes for public safety** – Mayor Lefler asked for a motion to set a Public Hearing for the proposed Addressing Changes. Council Member Alan Roberts asked if a public hearing was mandated for this issue, or if it would just be a courtesy. He said he wondered if the Town was required to pay for the notice to go in the Spectrum. Clerk/Recorder Fran Rex said she would check with the Attorney for the Utah League of Cities and Towns David Church. **A Motion** was made by Alan Roberts with a **second** by Mayor Lefler to **Set a Public Hearing for August 10th on the proposed address changes for public safety**. An **Aye** vote was **Unanimous from those present**. Rex noted that the corrected address list has been posted for the last two months at the Town Hall, the Post Office, the Leeds Market, and on the Town website. Council Member said the Town needs to make sure all people on the list are aware. Mayor Lefler said he would also send a letter to all those on the proposed address change list and include an overview of the issue explaining why the needed changes.

WORK SESSION:

DISCUSSION ITEMS:

2. **Discussion on Addressing Grid Proposed Resolution** – Mayor Lefler read the proposed resolution. He reiterated the information gathered by clerk/recorder from three states and state agencies, that no costs were associated with changing an address on licenses – including medical licenses. Council Member Frank Lojko voiced his consent for the proposed resolution.

3. **Presentation on the proposed Storm Water Master Plan by Sunrise Engineering** – Sunrise Engineering office Manager Dustin Shafer and Engineer Michael Nay gave a presentation. Mr. Shafer introduced the project and Mr. Nay gave a power point presentation. The presentation reviewed the following:

- **Field Investigation** – Mr. Nay said the existing system included roadway channels of curb and gutter, ditches, and drainage swales (dirt ditches). And drainage channels included Grapevine Wash, Leeds Creek, and Harrisburg Wash.
- **Drainage Basins Analysis** – He displayed maps of basin delineation, stating they were five (5) meter DEM (2006), and there were five (5) major basins and numerous minor basins. Council Member Roberts ascertained that the study did include the most recent Leeds annexations.
- **Hydraulic Model** – Mr. Nay said the report included information gathered from the following sources:
 - Method of Analysis – from HEC-1 by ACOE (America Corp of Engineers)
 - Sub basin Delineation
 - Design Storm - _____ -10 yr 3 hour
 - Rainfall Data – from (NOAA)
 - Soil Types – from (NRCS) National Resource Conservation Soil – Mr. Nay said Leeds mainly had type D soil which allowed little water to flow through – such as clay and rock. He said Leeds also had some of type A & B which did allow water to flow though better.
 - Land Use – from (Leeds Zoning Map)
 - Lag Time – from (SCS metered)

Council Member Frank Lojko asked Mr. Nay to clarify the above acronyms and better describe what type A & B soil meant. Mr. Nay said the soil types rate the velocity of permeability of the soil.

- **Existing Systems Analysis** – Mr. Nay said the following existing improvements were reviewed: roadways, storm drain system, and drainage swales. He stated the historic problem areas were as follows:
 - **Mesa View Drive** – water flows through two properties at the bottom of the road
 - **Main Street** – water overruns the ditches.
 - **Valley Road** – water builds up and dumps into fields at the bottom of the road
 - **Silver Reef Road** – water builds up on the sides of the road
 - **Bonanza Flats** – water builds up
 - **Silver Hills** – water builds up
 - **Juniper Way** – water cutting under the road
 - **Silver Meadow Road** – Water building up, cutting road, and running over road
- **Recommended Implementation** - Mr. Nay then gave the following possible solutions for each problem area:
 - **Main Street** – He said the water flow was 20.3 cfs. He recommended curb and gutter on the North side since the ditch cannot handle the amount of water which runs down it. He recommended swales at the South end of Main.
 - **Valley Road** – He said the water flow was 14 cfs, and recommended more defined swales. He said the farmers at the end of the road were okay with the run off, but this would probably need to be further addressed in the future.
 - **Silver Reef Road** – He said the water flow was 26 cfs, and recommended swales.
 - **Bonanza Flats** – He said the water flow was 26 cfs, and recommended swales.
 - **Silver Hills** – He recommended maintenance and removal of dirt build up. He also recommended planting vegetation to restrict the flow.
 - **Juniper Way** – He recommended rip rap.
 - **Silver Meadow Road** – He said the water flow was 26 cfs, and recommended swales.
- **Impact fees** – Mayor Lefler asked how the Town should deal with future development, to which Mr. Nay responded that new development should be required to maintain the pre-construction drainage rate. He said a required drainage study would evaluate the rate. He suggested development requirements be handled on a case by case basis since there are so many variables such as grades/slopes and types/sizes of pipes. He said most developments catch run-off water with a detention basin and release at a slow (pre-construction) rate.
- **Project Costs** – Mr. Nay said the initial estimated cost for Main Street was \$1,092,800.00. He said this would include drainage, curb & gutter from Walton Plaza to the south end, swales at the south end, and traffic control. He also listed the cost for other roads which he said could be

handled with maintenance instead: Valley Road \$81,000.00; Silver Reef Road \$121,000.00; and Silver Meadows Road \$64,000.00.

Council Member Frank Lojko asked Mr. Nay to come up with an idea of how Leeds, with a \$300,000.00 budget, could afford such costs. Comparing the recent Leeds Domestic Waterusers Association's (LDWA) project of placing new water pipe throughout the town and costing approximately \$1,000,000.00, Lojko did not think a project going 3 ½ blocks should cost so much. He wanted Sunrise to "problem solve" and suggest ideas that would take less funding. He said each problem needed to be mitigated. Mr. Nay displayed a possible financing plan. He said the study gave an analysis of what the Town needed and the best option for those needs. He added they could also show some other options. Nay noted the cost of the LDWA project was approximately \$2,500,000.00, and Mr. Shafer noted the pipes they used were much smaller. Mayor Lefler agreed that the Town could not put that much money into a Master Storm Water Plan. Mr. Shafer said Leeds has lived with the problems for years and could decide to continue living with them. He agreed that the cost of the plan was high and hard to fund, and that the Town could prioritize and offered the possible solution of UDOT as a funding source for Main Street. Lojko said he was disappointed with the study because he thought it should include a proposal of how the Town could look for funding. Mayor Lefler said it was good to show the best option, but would like the study to also include the costs of other options. Mr. Shafer also suggested the Town use a maintenance department to clean out and maintain the culverts and swales, to which Mayor Lefler said the Town did not have the funds to put into the Public Works department to solve the problems. Council Member Alan Roberts noted that a few years back, the Public Works Director was instructed not to do maintenance on Main Street because it should be taken care of by the State. He said the Town needed to be pro-active and remedy the situations for its citizens. Mayor Lefler said the Town Council needed to adopt a Master Water Plan, but wanted them to be comfortable with it, and asked the council for suggestions of what needed to be added to the plan to make it complete. Lojko said he had given his suggestions in a meeting he had with Sunrise Engineering. Lefler said he wanted to see less expensive options for getting the water off Main Street. Roberts said the plan needed to stay more general – especially for areas not yet developed. He wanted to treat all property owners with equality. He suggested making statements such as: "when such and such exists, these are the suggested courses of action." Mr. Shafer said the plan did state the Town's desire to stay rural and use swales, but he noted curb and gutter is needed in confined areas. He added that the Town could pick and choose its priorities and decide when and where to place curb and gutter, and the study contained water amounts for each area. Mr. Nay noted he did look at the option of swales in some areas, but due to their water flow, it would take a 4 foot wide swale. He assumed the Town would not want that, so did not include that option in the study. He suggested in-house maintenance was the Town's cheapest option.

4. Reports by Town Council Members:

a. **Frank Lojko – bids on roads** – Lojko said the worth of projects being sent out for bids totaled \$79,000.00.

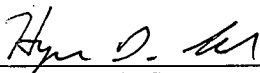
5. Update on Council Member responsibilities – continued to the August 10, 2011 Town Council Mtg.

UPDATES BY STAFF:

CLOSED MEETING – A Closed Meeting was not held

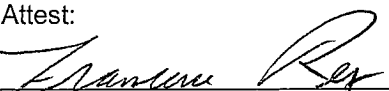
6. Adjournment - by Frank Lojko at **8:30 p.m.**

APPROVED ON THIS 10th DAY OF August, 2011



Mayor Hyrum Lefler

Attest:



Clerk/Recorder Francene Rex

NOTE: The recording for this meeting malfunctioned. These minutes are taken from my handwritten notes and the best of my memory.