

PUBLIC NOTICE
TOWN OF LEEDS TOWN COUNCIL MEETING

The Town Council of Leeds will hold a Meeting on
Wednesday, October 12, 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.

WORK SESSION

An Open Meeting will be held for interviewing applicants to fill the vacancy of Town Council Member
6:00 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 September 14, 2011 Town Council Meeting
6. Announcements:
7. 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:

8. Discussion & Possible Appointment of New Leeds Town Council Member
9. Discussion & Possible Appointment of New Planning Commission Member(s)
10. Discussion & Possible Approval of to send out for bid an expenditure to replace damaged posts of Silver Reef & Wells Fargo historical directional sign
11. Discussion & Possible Approval of expenditure of up to \$800.00 for police car tires and license.

WORK SESSION:

DISCUSSION ITEMS:

12. Review and Discussion on proposed draft ordinance amendment to Chapter 21 (Subdivisions) as recommended by the Leeds Planning Commission.
13. Review and Discussion on proposed draft Site Development Plan Ordinance as recommended by the Leeds Planning Commission.
14. Discussion on code codification progress
15. Discussion on sidewalk patches completed during the Leeds Domestic Waterusers (LDWA) water line project.
16. Discussion on changes to policies and procedures
17. Discussion of solar lighted address markers
18. Reports by Town Council Members:
 - a. Report on wood chips in Park- from Angela Rohr

UPDATES BY STAFF:

19.

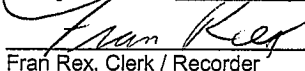
CLOSED MEETING – A Closed Meeting may be held for the discussion of the character, professional competence, or physical or mental health of an individual as allowed by Utah State Law 52-4-205(1)(a). OR A Closed Meeting may be held for the discussion pending or reasonably imminent litigation; as allowed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

20. 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 October 11, 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

October 12, 2011

MINUTES

WORK SESSION

1. **Call to Order** – At 6:15 p.m. by Mayor Roberts
2. **Roll Call** - Present was Mayor Alan Roberts and Council Members Angela Rohr and Frank Lojko via Skype. Also in attendance were Town Attorney Heath Snow, Clerk/Recorder Fran Rex, and Treasurer Jean Beal. Council Member Keith Sullivan was excused.
3. **Mayor Roberts opened a public work meeting to interview applicants for the Town Council Member Vacancy.** Attorney Heath Snow explained the process and state code. He also asked each applicant to verify he/she was a resident of the municipality for 12 consecutive months and a registered voter of the municipality as the Town Council Member interviewed the following applicants. Sean Byington, Peter Aurigemma, Brice Stevens, and Bill Lytle. Applicant Nancy Harrison-Williams arrived at 7:00 p.m.; therefore was not interviewed
4. **Adjournment** – by Mayor Roberts at 6:52 p.m.

BUSINESS SESSION:

1. **Call to Order** – At 7:05 p.m. by Mayor Roberts
2. **Pledge of Allegiance** - was led by Mayor Roberts
3. **Roll Call** - Present was Mayor Alan Roberts and Council Members Angela Rohr and Frank Lojko via Skype. Also in attendance were Town Attorney Heath Snow, Clerk/Recorder Fran Rex, and Treasurer Jean Beal. Council Member Keith Sullivan was excused.
4. **Declaration of Abstentions and Conflicts by Council Members** – None
5. **A Motion** was made by Angela Rohr with a **second** by Mayor Roberts to **Approve Tonight's Agenda excluding Minutes of Town Council Meetings from September 14, 2011, and striking agenda item number 10, and moving the current item number 15 to the number 10 slot, so legal council could be present.** An **Aye** vote was **Unanimous.**
6. **Announcements** – Mayor Roberts commented on the Town Festival "Wild West Days is Leeds." He noted the wind was a problem on Saturday, and that it was a tremendous effort by a lot of people. He added that it was instituted by the past Mayor Hyrum Lefler. He also announced that Dumpsters Days would be October 14 and 15th. Clerk/Recorder Fran Rex reminded that this year's election would be vote-by-mail.
7. **Citizen Comment** - None

REGULAR MEETING:

ACTION ITEMS:

8. **Discussion & Possible Appointment of New Leeds Town Council Member** – After council from Attorney Heath Snow and his questions to each applicant to verify he/she was a resident of the municipality for 12 consecutive months and a registered voter of the municipality, the Council Members each voted for two applicants as follows:

<u>ROLL CALL VOTE:</u>	Sean Byington	Peter Aurigemma	Brice Stevens	Bill Lytle	Absent
MAYOR ALAN ROBERTS	_____	X	X	_____	_____
COUNCIL MEMBER ANGELA ROHR	_____	X	_____	X	_____
COUNCIL MEMBER KEITH SULLIVAN	_____	_____	_____	_____	X
COUNCIL MEMBER FRANK LOJKO	X	_____	X	_____	_____
VOTES FOR APPLICANTS	<u>1</u>	<u>2</u>	<u>2</u>	<u>1</u>	_____

Council Member Frank Lojko asked to make a comment. He thanked the individuals for their applications, then stated he was concerned that since Peter Aurigemma was on the election ballot for town council, a vote regarding him may create either of the following problems: 1) if Peter Aurigemma was appointed the replacement Town Council Member it would look like the Town Council was trying to determine the election process, and people would not vote for Aurigemma to make a statement saying they wanted to vote their own conscience, or 2) people would think the Town endorsed Aurigemma, so they vote with what they think the Town wants. Mayor Roberts noted Lojko had some validity to his concern, but stated he felt optimistic that the public were open minded. The second vote was held as follows.

<u>ROLL CALL VOTE:</u>	Peter Aurigemma	Brice Stevens	Absent
MAYOR ALAN ROBERTS	X	_____	_____
COUNCIL MEMBER ANGELA ROHR	X	_____	_____
COUNCIL MEMBER KEITH SULLIVAN	_____	_____	X
COUNCIL MEMBER FRANK LOJKO	_____	X	_____
MAYOR ALAN ROBERTS	<u>2</u>	<u>1</u>	_____
VOTES FOR APPLICANTS			

Mayor Roberts stated that Peter Aurigemma was appointed to fill the Town Council Vacancy term until January 1, 2012. Clerk/Recorder Fran Rex then administered the Oath of Office to Mr. Aurigemma.

9. **Discussion & Possible Appointment of New Planning Commission Member(s)** – Mayor Roberts advised there were two Planning Commission term vacancies to be filled. One term would end June 30, 2012, the other term would end June 30 2016. After a little discussion from the council a **Motion** was made by Angela Rohr with a **second** by Peter Aurigemma to **Authorize Mayor Roberts to appoint Sean Byington to fill the June 30, 2012 Planning Commission Vacancy that was vacated by Denise Johnson.** A roll call vote was taken:

<u>ROLL CALL VOTE:</u>	Yea	Nay	Abstain	Absent
MAYOR ALAN ROBERTS	x	_____	_____	_____
COUNCIL MEMBER PETER AURIGEMMA	x	_____	_____	_____
COUNCIL MEMBER ANGELA ROHR	x	_____	_____	_____
COUNCIL MEMBER KEITH SULLIVAN	_____	_____	_____	x
COUNCIL MEMBER FRANK LOJKO	x	_____	_____	_____

Sean Byington to fill the June 30, 2012
 Planning Commission Vacancy was Approved x Rejected _____ **TABLED** _____

Mayor Roberts stated the next Planning Commission vacancy to appoint would end June 30, 2016. After a little discussion from the council a **Motion** was made by Peter Aurigemma with a **second** by Angela Rohr to **Authorize Mayor Roberts to appoint Bill Lytle to fill the June 30, 2016 Planning Commission Vacancy that was vacated by Jeff Mathis.** A roll call vote was taken:

ROLL CALL VOTE:

	Yea	Nay	Abstain	Absent
MAYOR ALAN ROBERTS	x			
COUNCIL MEMBER PETER AURIGEMMA	x			
COUNCIL MEMBER ANGELA ROHR	x			
COUNCIL MEMBER KEITH SULLIVAN				x
COUNCIL MEMBER FRANK LOJKO	x			

Bill Lytle to fill the June 30, 2012 Planning Commission Vacancy was

Approved x Rejected TABLED

Mayor Roberts stated there was still an open vacancy available and asked Nancy Harrison-Williams if she was interested in filling the alternate position. She said not at this time.

10. Discussion & Possible Approval of to send out for bid an expenditure to replace damaged posts of Silver Reef & Wells Fargo historical directional sign – This item was stricken from the agenda.

10. Discussion on sidewalk patches completed during the Leeds Domestic Waterusers (LDWA) water line project – Mayor Roberts informed that only one encroachment permit was pulled for the whole scope of work on the LDWA water line project throughout the Town. He said the Leeds standards and designs parallels the St. George City Standards and states that sidewalk encroachments should “go back in a manner consistent with the existing walk or pavement.” He continued by saying the bonding documents require the finished work to be accepted by the Town engineers, and noted that to his knowledge, the Town engineers had not yet approved the finished project. Roberts displayed two pictures of non conforming sidewalk patches. Attorney Heath Snow read the ordinance, and referred to the posted bond rider. He stated if the Town felt the work was not acceptable, they could give notice in a letter to LDWA informing the work done on public improvements was of inferior manner, give a list of problem areas, list what corrections were expected, and give a reasonable period of time for corrections. He added that if the notice was not complied with, the Town could make a claim against the bond and have someone of their choosing repair the patches. Mayor Roberts asked for council comments. Council Member Peter Aurigemma agreed that LDWA should be notified and given the opportunity to fix the situation. Roberts stated there were many places and Sunrise Engineering still needed to inspect the whole project. He noted this would create a list of places needing correction. Council Member Frank Lojko added that inspection costs should go the one who cut the roads/sidewalks. Attorney Heath Snow was then excused at 7:50 p.m.

11. Discussion & Possible Approval of expenditure of up to \$800.00 for police car tires and license – Mayor Roberts said he felt Municipalities should lead by example, and if equipment did not function, it should be fixed or gotten rid of. He noted that Leeds did not currently have a police department and the police care was not currently licensed because it needed new tires for a safety inspection. He asked the council if they thought it should be fixed or removed. Council Member Peter Aurigemma said the police car would be difficult to replace, and since it was in a garage it was not an eye sore. He said if there was a chance it could be used in the near future, since it was in good condition and had low mileage, it should be “brought up to speed.” Discussion was had about using it as a deterrent around town; on who could drive it; and other uses for it. Skype connection was lost with Lojko. **A Motion** was made by Angela Rohr with a **second** by Mayor Roberts to **Table the discussion and action on the police car to a future date until more information was obtained.** An **Aye** vote was **Unanimous** from the three still present.

WORK SESSION:

DISCUSSION ITEMS:

12. Review and Discussion on proposed draft ordinance amendment to Chapter 21 (Subdivisions) as recommended by the Leeds Planning Commission – Mayor Roberts noted that Frank Lojko, Angela Rohr and himself has seen the draft ordinance for a while. He said legal staff had suggested the change from “plat” to “map” throughout the ordinance because there was no definition in chapter 1 of the Land

Use Ordinance 2008-04 for "plat." Roberts added that although the definitions state "map," the term "plat" is used throughout many ordinances. He asked how council would like to address the issue. He also noted that the Planning Commission has started a list of ordinances that need to be addressed and amended if/when the draft site development plan ordinance was passed. He thought if the council was desirous of making changes to the definition list in chapter 1, it would be best to do them at the same time the other ordinances were amended for the site plan. Council Member Angela Rohr ascertained that the current definition of "map, preliminary" and "map, final" had the desired meaning for "preliminary plat" and "final plat"; therefore, they could be used interchangeably. It was also ascertained the current definition did not pertain to a basic map, but referenced the design of a proposed subdivision. The council decided they would like to address an amendment to the definitions chapter 1 when other ordinances are addressed regarding the draft site development plan ordinance.


13. **Review and Discussion on proposed draft Site Development Plan Ordinance as recommended by the Leeds Planning Commission** – This was discussed with item 12.
14. **Discussion on code codification progress** – Mayor Roberts reminded that the Town has been involved with codifying its codes. He said he wanted to get the project finished to allow better public access to the ordinances and eliminate some burden on staff.
15. **Discussion on sidewalk patches completed during the Leeds Domestic Waterusers (LDWA) water line project** – Discussed as item 10.
16. **Discussion on changes to policies and procedures** – Mayor Roberts reminded of past discussion regarding employee vehicle use reimbursement, and for the council to review it to find any needed changes. Frank Lojko reestablished Skype connection
17. **Discussion of solar lighted address markers** – Council Member Angela Rohr presented a type of solar lighted address markers with a cost of \$20.00. She thought they might be helpful to those needing to change their address. She said she would check to see if the price could be reduced with a group order. It was suggested that a non-profit organization could sell them for a fund raiser.
18. **Reports by Town Council Members:**
 - a. **Report on wood chips in Park**—Angela Rohr stated the wood chips had been delivered and spread on the Leeds Park playground. She noted that 32 cubic yards was the right amount for both playgrounds, and it was done in time for Wild West Days.

UPDATES BY STAFF:

19. None


20. **Adjournment** - Frank Lojko reestablished Skype connection and adjourned at **8:44 p.m.**

APPROVED ON THIS 9th DAY OF November, 2011



Mayor Alan Roberts

Attest:



Clerk/Recorder Francene Rex