



Agenda

Town of Leeds Town Council
Wednesday, February 26, 2025

PUBLIC NOTICE is hereby given that the Town of Leeds Town Council will hold a **PUBLIC MEETING** on Wednesday, February 26, 2025, at 6:00 PM at the Leeds Town Hall, 218 N. Main Street, Leeds, UT 84746.

The purpose of this work session is to facilitate open dialogue among the Town Council members and Staff, regarding agenda items. Public comment will not be taken in this session. Decision-related discussions will be scheduled for a future Town Council meeting. This session prioritizes candid idea exchange, with no formal action taken.

Work Session 6:00pm

1. Work Session
 - a. Cemetery Improvement Master Plan
 - b. Leeds Cemeteries Project

The Town of Leeds will provide reasonable accommodations for persons needing assistance to participate in this public meeting. Persons requesting assistance are asked to call the Leeds Town Hall at 435-879-2447 at least 24 hours prior to the meeting. The Town of Leeds is an equal opportunity provider and employer.

Certificate of Posting: The undersigned Clerk/Recorder does hereby certify that the above notice was posted February 25, 2025, at these public places: **Leeds Town Hall, Leeds Post Office**, the **Utah Public Meeting Notice website** at <https://www.utah.gov/pmn/>, and the **Town of Leeds website** at <http://www.leadstown.org>.

Michelle Rutherford, Clerk/Recorder

Town of Leeds

Town Council Work Session for Wednesday, February 26, 2025

Work Session 6:00pm

Call to Order: 6:12 pm

In Attendance: Mayor Hoster

Councilmember: Ron Cundick

Councilmember: Danielle Stirling

Councilmember: Kohl Furley (6:17 pm)

Councilmember: Michelle Peot

Leeds Sexton: Doris McNally

Town Planner: Scott Messel

Town Clerk: Michelle Rutherford

Town Attorney: Craig Hall (ZOOM)

- a. Cemetery Improvement Master Plan
- b. Leeds Cemeteries Project

Doris McNally spoke about what has been happening at the cemeteries and where we would like to go moving forward. She presented with the attached presentation (Attachment A) and spoke about the processes we have been using to manage the cemetery. She went through the different documents we now have to sell, buy back, and investigate the plots in all three cemeteries. She gave the Councilmembers details on how many people are buried in each cemetery, as well as how many plots are available or Unknown. She explained the QR Codes that are available at each of the cemeteries as well as Town Hall and the Post Office. That QR Code takes you to a directory for each cemetery. She commended Mark Osmer for the tremendous amount of work he has done as a volunteer, fixing the parking areas, driving paths adding road base, and adding gates.

She is recommending adding a sunken park area to the area on the right side of the cemetery entrance. Scott Messel added that they could speak to Elliott at the County to get more information. She continued with the idea of adding a Veterans Memorial area where flags could be displayed for special events.

A couple of months ago, she and Danielle met with Amy Barry and Cindy Gooch, and they were given the information that about 80% of the Protestant Cemetery could be used for above ground columbarium or rock garden type burial, making it usable once again. She also spoke about the possibility of getting grants for the cemeteries and adding the cemeteries to the Parks Facilities Plan, to possibly be able to use Impact Fees to improve the cemeteries. In order to make this possible, the Town must have 1. a master plan for cemeteries. It can have cemeteries and parks, but it's preferable to have a separate master plan for cemeteries. 2. An updated facilities plan for the town. Right now, the Leeds town wrote a document in 1997 that came due in 2010 and that needs to happen. And then 3. a proper impact fee ordinance. Doris explained that Danielle wrote a really nice RFP and sent it out to several engineers. We received a response from JUB with a quote for \$20,500, and LandWorks for \$9150. They both came out and spent time at all three cemeteries and understand that we have a multiphase project here and once we bring the Leeds cemetery up to where we would like it aesthetically, we would like to move on to the other two cemeteries, and have the same company do the work over there. They understand that there are visual cues from the other cemeteries that we would like to bring forward to the Leeds Cemetery as well, like the boulder and the rock archway. Doris explained to the Mayor that one of her main objectives for this meeting was to get the Impact

Fee Analysis started because the window for grants is a very short one from Feb - Mar. and she is aware we will probably miss it, but it is important to get it taken care of. The Mayor asked Craig Hall if he was aware of the ability to use Impact Fees for cemeteries? He said it had been a while since he had looked into Impact Fees, but he cautioned the Council when labelling a cemetery as a park. He asked for the information Doris had shared and the Clerk agreed to email that to him. Councilmember Stirling advised that LandWorks has committed to cutting any price given by JUB in half. She has broken the project down into phases so that the Engineering portion could be completed first and then work would commence until we run out of money.

Councilmember Stirling, with Mayor Hoster's blessing, advised Doris McNally and Mark Osmer, that the Town would be gifting plots to them and John Zuetmulder for the very generous volunteerism and dedication they have all displayed at the cemeteries. They could choose which cemetery they would prefer, and we will process the Deeds accordingly.

Councilmember Cundick asked about the budget for the project. Councilmember Stirling explained that all of the work up to this point has been free, aside from some that were purchased. The Mayor was looking into the budget with Danielle as Doris continued to speak to Councilmembers Peot and Cundick. They had concerns over spending a large amount of money in the cemetery.

Adjournment: 6:57pm

Approved this 26th Day of March, 2025.



Bill Hoster, Mayor

ATTEST:



Michelle Rutherford, Clerk