

Town of Leeds

Town Council Meeting for Wednesday, June 25, 2025

1. Call To Order/Roll Call: 7:09 pm

ROLL CALL:	<u>Present</u>	<u>Absent</u>
MAYOR: BILL HOSTER	X	
COUNCILMEMBER: DANIELLE STIRLING	X	
COUNCILMEMBER: RON CUNDICK	X	
COUNCILMEMBER: MICHELLE PEOT	X	
COUNCILMEMBER: KOHL FURLEY		X
TOWN PLANNER: SCOTT MESSEL		

2. Invocation: Councilmember

3. Pledge of Allegiance

4. Declaration of Abstentions or Conflicts: NONE

5. Agenda:

a. Tonight's Agenda of June 25, 2025

Motion to approve made by Councilmember Cundick, 2nd by Councilmember Peot.

ROLL CALL VOTE:	Yes	No	Abstain	Absent
MAYOR: Bill HOSTER	X			
COUNCILMEMBER: DANIELLE STIRLING	X			
COUNCILMEMBER: RON CUNDICK	X			
COUNCILMEMBER: MICHELLE PEOT	X			
COUNCILMEMBER: KOHL FURLEY				X

b. Meeting Minutes of June 11, 2025

Motion to approve made by Councilmember Cundick, 2nd by Councilmember Peot.

ROLL CALL VOTE:	Yes	No	Abstain	Absent
MAYOR: Bill HOSTER	X			
COUNCILMEMBER: DANIELLE STIRLING	X			
COUNCILMEMBER: RON CUNDICK	X			
COUNCILMEMBER: MICHELLE PEOT	X			
COUNCILMEMBER: KOHL FURLEY				X

c. Meeting Minutes of June 11, 2025 Work Session

Motion to approve made by Councilmember Cundick, 2nd by Councilmember Peot.

ROLL CALL VOTE:	Yes	No	Abstain	Absent
MAYOR: Bill HOSTER	X			
COUNCILMEMBER: DANIELLE STIRLING	X			
COUNCILMEMBER: RON CUNDICK	X			
COUNCILMEMBER: MICHELLE PEOT	X			
COUNCILMEMBER: KOHL FURLEY				X

1. Staff Reports:

Councilmember Peot: I have been keeping an eye on the fire proximity to the crest. As the satellite data generally comes out in the morning, we are keeping a watchful eye on everything.

Mayor Hoster: The report for the interchange has been posted online for all to see. The fire district has advised that there will be a live fire training in La Verkin.

2. Citizen Comments:

Wayne Peterson: Three items I just want to mention looking at tonight's agenda, I'm not seeing a public hearing on the budget, which I was expecting would be taking place because I did see the notice for that regarding the budget, two other things to mention, one is first time in my years as a resident of Leeds, we will be having unless there been a lot of withdrawals a primary election and as a result, we should consider whether the budget is allowing for that. Generally the municipal elections have other things happening alongside of them and you get allocated, a portion of those costs. The actual primary will be just the Town of Leeds, and I expect it might be actually a little more expensive than just the general election. Then the final thing is I didn't hear any discussion about the capital improvement plan budget did not see that. That's generally a separate budget from the General Fund and just would call attention to the Council to make sure that they include a capital improvement budget in terms of the submissions and all that.

Martha Hamm: I wanted to say first of all I'm pretty thrilled about how robust the participation is with the election. I've lived in Leeds since 1993 and I haven't seen this kind of participation before and I think that's outstanding. To give the voters this sort of choice, so several citizens have come together to organize and meet the candidates event, that is me Martha Hamm, and Jen Leffler and Susan Savage, our plan is to conduct the meet the candidates event at the Cosmopolitan, July 30th at 7:00 pm. We encourage everyone to participate, we're getting good response from the candidates. We have heard from all of them except one. We plan to have a facilitator or moderator who is experienced with conducting this kind of event and it won't be a debate. It will be an informational session and candidates will be speaking directly to the audience. We hope that you all will put this on the website and let the citizens know on July 30th that there will be a meet the candidates event. If this goes well, what we'd love to do is host a similar event in October for the finalist, and specifically the mayoral candidates.

Susan Savage: Some people do a lot without anybody knowing who's doing it Ron Cundick reminds me a lot of my dad people who are ready to pitch in and use their skills with energy for the community and don't seek the limelight but if you have no actual people here in the audience if you have not been to the silver reef museum it is a magnificent accomplishment that has been headed up by the Cundick's for quite a few years now. It was closed before that, its beautiful it received the Smithsonian Institute twice. You may remember the silver reef rd. was in terrible shape. The town couldn't afford to fix it the county wouldn't do it. The forest service wouldn't do it the museum ended up doing it. I wanted you to know how that happened. I think you know if Ron wants to comment later about who all was involved in that. Ron went to the county as I understand Bill also, I didn't know if you like to comment on it either one of you. Thanks to both of you. It was the fact that the museum belongs to the county is that right? So the appeal to the county wise you ought to have a better road up there. So they did it. Thank you.

Ken Hadley: Activities for the 4th of July are coming along well; we will have a parade. We are slow in selling tickets for meals. Has been posted in several places. I encourage those who want to have the evening meal to come pick up their tickets before the 4th and there \$5 an item. The historic sites will be open on the 4th. The historic sites I'm talking about are the museum, the Rice building, the Tithing Office and the CCC Camp. If anybody wants to visit those they will be open on the 4th. Entertainment is going to

be skimpy I want to know about the budget if there's any money besides for fireworks. I was hoping Kohl would be here because I needed to coordinate with him.

Susan Savage: There is a free ice cream social at the museum on the 4th. At the Cosmopolitan from 2-4 sponsored by the museum and the trading post.

Mayor Hoster: Two versions of this point that was surfaced earlier by Wayne was correct; the public hearing was not on the agenda. We are consulting with our counsel right now. It was properly noticed and it is a formality according to council also Utah Code would not allow it but Utah Code also requires that we have a balanced budget submitted to the State, that one has a timeline on it so counsel is giving us the direction as soon as I have it in writing from counsel that this is the process that they want to proceed with, then we will proceed with the public hearing tonight after modifying the agenda so things happen.

Motion to amend the agenda as it stands right now to include the public hearing immediately after announcements by Councilmember Cundick 2nd by Peot. All ayes.

3. Announcements:

LDWA: The work that we talked about last time I was here at that the LDWA was doing on Main Street has been completed as of today. There was a service salvage on Mulberry that has that work has been done totally completed. We are done with the work there Given the devastating news up in Pine Valley we have sent some information out to our shareholders and two things we really want people to know number one to be informed. The first thing is we strongly recommend that everybody talks to everybody by registering on the 911 registry.com website, which is Washington County and alerts will go out to people if there's a problem. Secondly it would be very good if everybody make sure their contact information with the LDWA is up to date, because clearly that it will actually be referring providers. Michelle did some wonderful works and Councilwoman Peot would you please share.

Councilmember Peot: We just wanted to alert anyone that the unincorporated areas in the county and state lands are under stage 1 fire restrictions as well as all National Park lands and BLM and that Forest Service is going under Stage 1 fire restrictions on July 1st and there may come a point in time where the fire becomes imminent to us and we want to make sure that we have sufficient water available for firefighting capacity. If that happens, we will alert folks through the LDWA emergency system that we will ask people to not water, to do outdoor watering or use excessive water beyond basic needs in order to preserve that water.

4. Public Hearing Budget

Motion to go into the public hearing made by Councilmember Cundick, 2nd by Councilmember Peot.

ROLL CALL VOTE:	Yes	No	Abstain	Absent
MAYOR: BILL HOSTER	X			
COUNCILMEMBER: DANIELLE STIRLING	X			
COUNCILMEMBER: RON CUNDICK	X			
COUNCILMEMBER: MICHELLE PEOT	X			
COUNCILMEMBER: KOHL FURLEY				X

Michelle Johnson: The first thing I have a question about is the format. It was brought up in the last meeting that it's not in the correct format. You have to have a previous full year and then this year to date and then the budget, what we have in front of us is profit and loss not a budget. Hopefully that is corrected before you adopt it. It can't be submitted to the state this way. Another issue that I have is that you are budgeting for your impact fees for roads and parks is for one home to

be built in the full fiscal year 2026, that doesn't make sense to me with all the homes being built right now. Should be much much higher. If you look at your liquor license for the amount that we charge for liquor license two license that we have in town right now are 520.00 total you have 400 in your budget. For encroachment permits each permit is 300.00 and you have 250 on your proposal. Animal license this year and we collected 850 and you have 500 I am just curious why that number would go down it should be going up. Building permits you have 40,000. Business lice you only had 1500.00 for them and we actually had 2658 this year. If we have a lot of businesses leaving town that doesn't make sense here. A big concern here Interest on the parks fund you have at 3,000 we just spent a third of this money, we wouldn't have more interest coming in if we spent the money that was in the account. For the roads account we just spent all the money. So, we wouldn't have any interest in that account. We just spent all the historical funds, we shouldn't have any money there either. For community celebrations we don't have any money proposed for income but we have an event that we collect money are we no longer collecting money on the breakfast. We have 100 for the rent on the pavilion this year alone, I believe this number is low but we had this year 500 come in I believe that number should be going up. Chili cook off I am not sure why there would be 500 dollars set up for that it doesn't cost the town that much at all. Danielle asked this question about where are the doors for the ccc camp was also wondering that same thing we paid for them several months ago. There was a Question about the 15000 for the public safety you agreed to pay Washington County Sheriff's office 10,000 if the town had the funds but that never went through council so they were questioning it earlier but you signed it so why is it 15,000 and not 10,000. Dues and subscriptions all we have in this town is the adobe and Microsoft and for some reason there is 1,700.00 for an estimate that's way above what is needed. Banking fees you have 150.00 proposed there are 35 dollars a month for the remote deposit and one of the accounts is under what it should be so we are charged 15 dollars a month for that. So this amount should be closer to 600.00 not 150.00. Uncategorized expenses, this is only used for penny differences that come in and it was only a -1.26 in the negative this year and you have 3,000 budgeted there and the town should never have uncategorized expenses. They should always go somewhere. Petty cash shouldn't be on here either it shouldn't be on here at all. Payroll process you have 1500.00 on here unless we changed companies you should only have 780.00 for an entire year. Payroll taxes that's actually a percentage its not something you just put a number in there and you have to figure out as far as your wages and is done as a percentage. Codification was already paid I understand where you would have a buffer but a 1000 seems a little high. Since they agreed that they would working with that 1100 for a yearly fee. I do agree with Danielle as well with legislative other 2500 in there is not necessary and what gets put in there is what you don't know where to put it, what gets put in there are batteries, tables, name plates. Danielle also questioned the 19,000 for Computer technology are we buying another server because that is what the money was for. It was just duplicated. Engineering fees should be billed to developers, that's something that has not been done and the town has absorbed all those fees for the engineering. 1,200 for accounting we don't have an accounting expense, that's included in the audit and you have already increased the fee for the audit.

Elections is closer to 3000 not 2000

Utilities and water should not be anywhere near that amount I understand having a buffer, last year we had a leak. That's why it was so high, but we never go anywhere near that. Other than the form that's pretty much it.

Wayne Peterson: Just in looking over the provided, I am seeing interest capital improvement fund and \$24,000 what I mentioned earlier not knowing if there was going to be a public hearing, it was not in capital improvement fund that has its own separate budget and that revenue actually, should be in that budget and not the general fund. As a result, you've got a deficit in terms of revenue versus expensive in this budget presentation by the difference there and any other adjustments you might choose to make. The requirement for the public hearing was a seven-day notice and the public hearing is being held this evening. You are required by the end of the month to have a budget final approved by the town council, but you could call and I would just recommend it as perhaps a solution to the current situation, to call a special meeting with at least 24 hours' notice. It's not an emergency meeting It's a special meeting. Where the Town Council, following the public hearing, could make these corrections and come up with another budget and vote on it at that special meeting, which would be a public meeting, that's just a suggestion as to how to resolve the issues. That is being brought up.

Motion to close the public hearing made by Councilmember Cundick and 2nd by Councilmember Peot.

Vote: All Aye

5. Discussions and Possible Action Items:

a. Budget for FY 2025-2026

Mayor Hoster: The comments were very observant, and I really appreciate them, I think there are some areas that we differ on we try to facilitate what our council says. We also try to accommodate a balanced budget, so if we have to move something from one end, we have to adjust it on the other.

Councilmember Cundick: Do we think we need to try and do a revision before the end of the month, or do you want to approve it as it is and then make revisions.

Councilmember Peot: Given the number of things that were called out by our previous bookkeeper, I know that she's very meticulous. I would prefer to go with Wayne's suggestion that if we are available, if we could have a special meeting so that we can follow up on some of these things and not have any inaccuracies to the extent possible.

Clarifying that the special meeting will be just that a special meeting to continue the meeting with corrections for the budget.

Setting the special meeting up for Friday at 5 pm.

Councilmember Stirling: Can you explain the comments about the funds that were not supposed to be in the budget for income and what that would be?

Mayor Hoster: Some of the interest funds were just carried over in the budget and some of them are not the same totals that I'd have a different interest rate return on. There was also consideration with regard to the elections and the primary, so I'll call Ryan Sullivan and ask what that's going to be for us and get that information prior. I will get the minutes from the clerk to make those changes.

Motion to move meeting to a special meeting for Friday the 27th at 5:00 pm

b. Resolution 2025-06 Resolution Appointing A New Town Clerk For The Town Of Leeds, Utah.

Councilmember Peot: I'm uncomfortable. I appreciate what Cari does. I have not seen Cari's resume. I have not seen a job description. We did not have an interview process. Maybe it was abbreviated, but most of Town Council was not included in that. So, I am uncomfortable moving forward. What is essentially a promotion here, without reviewing those other things.

Mayor Hoster: We have the job description on file that's associated with the Town Clerk that was done prior. I think Cari's background and resume are available for anyone to see there in her file. My recommendation doesn't come lightly. I've seen her work with the city of Washington, also with the Hurricane Valley Fire Service District as a clerk and that role.

Councilmember Peot: I also feel like this resolution kind of buries the fact that we've breached the process in appointing Cari and I'm not trying to diss on Cari because I do feel like she's doing her best given what she's been given to work with. But I'm uncomfortable using this to kind of bury the fact that we did not follow the proper process for her hiring.

Councilmember Cundick: I think in the situation that we need the services and we need the goodwill of our candidate she has jumped into the situation that she didn't create and has been very helpful. The experience she's had many years working this thing tells me that this is not an experiment for her she knows what she's doing, yes there are some adaptations that for the way we do business here that she will have to do. I think jumping in and doing a very good job. I think it's unfair to her to put this off, because we failed in the process. She didn't fail the process and the process isn't perfect. It's because we messed it up not because she messed it up and I don't think she should be penalized for that.

Mayor Hoster: So, our process was not necessarily averted, so we had a 2013 resolution on an employee process, an employment manual, that no one knew about. We acted in accordance, we heavily relied on counsel and the direction of the League of Cities and Towns recommends on these processes, especially with our construct of counsel and following all of those. It's not going to change the past. I think Ron's comments are very valid with regard to the town is in need of having a clerk. At this point we have a very qualified individual to fill that position and move forward, so that's why the appointment is being recommended to the council tonight.

Councilmember Peot: I know I'm bringing in some pass, but according to State law, Town staff are to be hired with the advice and consent of council, and that did not occur here.

Mayor Hoster: That is not the case with a 5-member council.

Councilmember Cundick: It isn't a vote its merely advise and consent.

Councilmember Peot: That didn't occur in this case at all we weren't even given her resume to review.

Mayor Hoster: This is an appointed position that's what we are doing now is advising consent of this appointment position staff positions are not appointed and consent. I appreciate the fact that some of us want to change things, but we're not. We need the town to move forward; this is the proposal that we have tonight. If we don't get it tonight, we will do it the next session. Recommended to the council and councils vote or recommendation is being requested for this position as is in state law and so that's what we're doing tonight the other position was a staff position.

Councilmember Stirling: I think that I would like to see the job description. For this I didn't this that we had an opportunity to actually go over that when we first hired anyone in the first place but I also think that in speaking with Cari today she didn't even have an opportunity to review the job description either, she had the job description for deputy clerk, but she never received the job description for clerk and I believe that in order for the opportunity for her to protect herself and understand what she's getting herself into, as well as the town council being able to understand what the clerk and the deputy clerks jobs are. Just open communication is probably the most important aspect of this. I agree that Cari is incredible and doing a great job, but I do think that for her to have the opportunity to review everything that she is supposed to be doing in the job description would be advantageous for anyone on staff to be able to do.

Deputy Clerk: I did receive the job description, but I didn't review it heavily because at the time Michelle was still employed, I didn't look at it because it wasn't my job. The deputy clerk was my job, but we both received both of our job descriptions at the time.

Councilmember Cundick: Cari, do you understand the job description?

Deputy Clerk: I would have to review it but I understand what a clerk position is and me and Michelle when she was here, we discussed it a lot about it and I have worked 20+ years in government and so I am familiar with the clerk, I'm familiar with the recorder. I'm familiar with utilities, power, and water. I'm familiar with a lot of jobs within the municipalities. Like I said I didn't pay close attention to the clerk because at the time I wanted to respect the person who was in the position. I don't try to chase other peoples positions I only read mine.

Mayor Hoster: It is inconsistent for us on the prior clerk to say that we did things this way, but for you we are going to do it a different way which is what is happening tonight. I don't think its fair, its out of line that's not what happened with the prior clerk or the prior clerk to that. So my opinion is that if we need to wait and address this on Friday then so be it. Seeing that we don't have a second we'll go ahead and hold this off until we'll table this motion to table to Friday.

Motion to table this item until Friday made by Councilmember Cundick, 2nd by

Motion to adjourn by Councilmember Cundick 2nd by Councilmember Peot

6. Adjournment: 8:08 pm

Approved this 9th Day of July 2025.

Bill Hoster, Mayor

ATTEST:

Cari Bishop, Deputy Clerk