Town of Leeds

Agenda
Town of Leeds Town Council
Wednesday, October 28, 2015

PUBLIC NOTICE is hereby given that the Town of Leeds Town Council will hold a **PUBLIC MEETING** on Wednesday, October 28, 2015 at 7:00 P.M. The Town Council will meet in the Leeds Town Hall located at 218 N Main, Leeds, Utah.

NOTE: IF YOU WISH TO SPEAK DURING CITIZEN COMMENT, PLEASE SIGN IN WITH THE RECORDER.

Regular Meeting 7:00 p.m.

1. Call to Order/Roll Call
2. Pledge of Allegiance
3. Declaration of Abstentions or Conflicts
4. Consent Agenda:
   a. Tonights Agenda
   b. Meeting minutes of October 14, 2015.
5. Citizen Comments: No action may be taken on a matter raised under this agenda item. (Three minutes per person).
6. Announcements:
   a. Trunk or Treat, Saturday, October 31 at 6pm
   b. Vote by Mail ballots must be postmarked by Monday, November 2
7. Public Hearings:
8. Action Items:
9. Discussion Items:
   a. Wild West Days
   b. 2015 Municipal Election Canvass
   b. 2016 Meeting Calendar
10. Citizen Comments: No action may be taken on a matter raised under this agenda item. (Three minutes per person).
11. Staff Reports

    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 for the discussion of pending or imminent litigation; as allowed by the Utah State Law 52-4-205(1)(c); or for the discussion of the purchase, sale , exchange, or lease of real property, including any form or a water right or water shares; as allowed by Utah Code 52-4-205(1)(d).
12. Adjournment

    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 Leeds Town Hall at 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 Deputy Clerk/Recorder does hereby certify that the above notice was posted October 27, 2015 at these public places being at **Leeds Town Hall**, **Leeds Post Office**, the **Utah Public Meeting Notice website** http://pmn.utah.gov, and the **Town of Leeds website** www.leedstown.org.

Kristi Barker, Deputy Clerk/Recorder

Town of Leeds

Town Council Meeting for
October 14, 2015

1. Call to Order:
   Mayor Peterson called to order the regular meeting of the Leeds Town Council at 7:00pm on October 14, 2015, at Leeds Town Hall, 218 N Main.

ROLL CALL:

	Present	Absent
MAYOR: WAYNE PETERSON	x	
COUNCILMEMBER: RON CUNDICK	x	
COUNCILMEMBER: ANGELA ROHR		x
COUNCILMEMBER: JOE ALLEN		x
COUNCILMEMBER: NATE BLAKE	x	

2. Pledge of Allegiance by Councilmember Cundick.

3. Declaration of Abstentions or Conflicts: None.

4. Approval of Agenda:
   Councilmember Blake moved to approve tonight's agenda and meeting minutes of September 23, 2015. 2nd by Councilmember Cundick. Motion passed in a Roll Call Vote.

ROLL CALL VOTE:

	Yea	Nay	Abstain	Absent
MAYOR: WAYNE PETERSON	x			
COUNCILMEMBER: RON CUNDICK	x			
COUNCILMEMBER: ANGELA ROHR				x
COUNCILMEMBER: JOE ALLEN				x
COUNCILMEMBER: NATE BLAKE	x			

5. Citizen Comments: None.

6. Announcements:
   Councilmember Allen arrived to the meeting at 7:03pm.
   Mayor Peterson announced the following events:
   a. Meet the Candidates Night, Wednesday, October 21 at 7pm.

   b. Stake walk/run, Saturday, October 24, 8am-10am.
      Councilmember Rohr arrived to the meeting at 7:04pm.

   c. Silver Reef Museum Ghost Tours, October 24 & 30.

   d. Curbside recycling opt out deadline, October 31.

e. Vote by Mail by Tuesday, November 3.

7. Public Hearings: None.

8. Action Items:
   a. Zone Change for Parcel L-3-B-1 for William Rainey and Linda Rowley from Commercial (C) to Rural Residential (R-R-1)
   Mayor Peterson, this issue was reviewed by the Planning Commission, which held a public hearing and was brought forward to us with a 4 to nothing vote recommendation for approval, subject to the condition that while the current owners own the property, that it will not be sought to return to its current commercial status. So, the recommendation from Planning Commission is to rezone this from commercial (C) to rural residential (R-R-1).

   Mayor Peterson asked for a motion to approve parcel L-3-B-1 from Commercial (C) to Rural Residential (R-R-1)
   Councilmember Blake, I so move. 2nd by Councilmember Allen. Motion passed in a Roll Call Vote.

ROLL CALL VOTE:

	Yea	Nay	Abstain	Absent
MAYOR: WAYNE PETERSON	x			
COUNCILMEMBER: RON CUNDICK	x			
COUNCILMEMBER: ANGELA ROHR	x			
COUNCILMEMBER: JOE ALLEN	x			
COUNCILMEMBER: NATE BLAKE	x			

9. Discussion Items:
   a. Veterans Day observance
   Mayor Peterson, I am too new to Town to know of the previous Veterans Day observances that were held, but I had a fairly lengthy discussion with Darrell Nelson who used to be very involved with those particular observances. He is interested in looking into trying to relaunch that effort. It had grown fairly steady in the years that it was held and then due to some surgery that was needed on the part of Darrell who organized it, it fell by the way side. I just wanted to get input from Council as to their interest in doing this. What was done in the past it involved the Scouts, the Veterans and other members of the community. We will be doing flags on Main Street and at the Cemetery. I was just interested if others on Town Council had views as far as the idea of resurrecting this Veterans Day observance.
   Councilmember Rohr, when was the last time that it was observed?
   Mayor Peterson, Darrell thinks it was about 4 or 5 years ago. It was held at the Firehouse because it was too well attended to be held here at Town Hall.
   Councilmember Cundick, my thinking is if we are going to do something to honor the Veterans, it is something that should be done right and that takes time to plan. I am a little bit concerned that we do not have time to plan anything right now. I am open to things but if it is going to be done, I would like to see it done right.
   Councilmember Blake, I agree with Ron.
   Councilmember Rohr, we have 3 weeks?
   Mayor Peterson, it would be 3½ weeks, Darrell said he was going to look and see if there was any interest in the part of the people that had provided the entertainment and meaningful

portions of the program that he was able to have in the past; but I do certainly think that is an appropriate thing to say, if we are not going to be able to be comfortable that we are going to have a meaningful observance, we should think to maybe 2016 as the point to resurrect this. Councilmember Rohr, if it could be pulled together, maybe John Carter would help with the songs and Darrell can arrange the others.

10. Citizen Comments:

Denton Whipple with Ensign Engineering, I brought today some cost estimates for the Main Street improvements for your review and I assume it is on the agenda today, but I just wanted to let you know that we are here to answer any question you might have.

Mayor Peterson, It was going to be part of staff reports; however, it is absolutely fine to bring it up now. This is something where I had come to Council and got approval to move forward in getting a cost estimate, which is the next step in the process for getting approval from UDOT for support of the project. As you can see from the front page, it shows a total cost of $165,000 plus surveying, a contingency and engineering cost which bring it to a total of $201,000. There was also a question from a couple members of the public over time at our meetings about doing a matching curb radius coming into Vista Avenue. Right now one side has it but the other does not and that has been prepared separately so we can bring that to UDOT in hopes that could be included as well. UDOT's initial indication is they will be looking for us to provide the engineering cost for this project. Leeds cost on this, if it were to follow through with the estimate would be $16,500 and approximately $185,000 would be provided by UDOT. From my earlier discussions with them, I don't think that number would cause them to shy away from it, but clearly it is subject to what they are seeing in the area of needs out there and requests that they are getting. The second half of it is something that is an ongoing problem on Cemetery Road going over to the I-15 on ramp. Frequently it is covered in gravel and other debris as a result of rainfall coming down the gutter reaching that point and not having sufficient volume available to pass under Cemetery Road and doing what water does, it finds another path which in this case is over Cemetery Road. This was something that UDOT had said they agreed it needs to be addressed and they asked for us to provide them with a cost estimate for this. My understanding is this would be covered by UDOT, with regards to the cost of this drainage improvement. The Vista one, I am not sure, I will certainly ask them if they are able to; however, I would be willing to consider the Town doing it. With all the contractors here, it would be an opportune time to do it and would be less expensive. When you see the mobilization cost of $10,000 for this project, it is an opportune time to do additional work.

Denton Whipple, like you mentioned some of these costs can be cut down with contractors in the area. A lot of these costs are just based on similar projects in different areas. We tried not to go too far from this specific area, but sometimes depending on the project, we have to go a little ways away to get the data.

Mayor Peterson, if I can refresh people's memory, UDOT had indicated that this is not something that would be sprinted to the finish in 2015; the actual project would be done in 2016. Previous times, when we have launched something this time of year, the approaching cold weather has proved to be a real nerve racking situation with regards to putting down asphalt. I will be in contact with UDOT tomorrow to submit this to them and to get the process moving forward.

Councilmember Blake, now this is something that we will put out to bid, correct?

Mayor Peterson, Correct that would be part of the contract administration.

Denton Whipple, yes we will prepare plan sets, part of the engineering fee is to prepare the plan sets so the contractors can receive those plan sets and then prepare a bid for the project.
Councilmember Blake, some of these numbers look just a little high.
Denton Whipple, a lot of times, we like to be on the side of high because let's say UDOT will approve $201,000 but they don't want to go to $205,000.
Mayor Peterson, I think it is reasonable but conservative because we don't want to get to the end of the project and find out there are hard choices to make because we don't have sufficient funding.
Councilmember Rohr is it possible that the two projects get done at the same time which would cut down some of the mobilization traffic control costs.
Denton Whipple, it is possible that we could do that at the same time so a lot of those fees would be rolled together. It's just a matter of what kind of funding you can get and what kind of money you want to spend at the present time.
Councilmember Rohr, would it be possible to get it done before mid-November?
Councilmember Cundick, we are not going that route.
Mayor Peterson, we are not able to, this money is not available in 2015, so we are in 2016.

11. Staff Reports:

Councilmember Allen, I spoke to the Gordon family about maybe putting up a sign that says deaf child and asked their opinion about another speed hump closer to their road and they said they would gladly welcome either option. They don't let their kids play in the street anyway, but that is definitely a concern in the back of their minds. If the Town is willing and able to do something, they would welcome that.
Councilmember Cundick, a sign is more economical.
Councilmember Blake, I drove up there the other day to check that out and I think the speed hump is close enough, so a sign would definitely be sufficient at this time.
Councilmember Allen, it is the traffic coming out of the National Forest.
Mayor Peterson before they reach the speed humps.
Councilmember Allen yes.
Mayor Peterson, so we would want to get a sign in both directions.
Councilmember Allen, what does a speed hump cost?
Councilmember Rohr, if we did it right, about $1200, in addition, I also drove and spent some time up there. I felt like another speed hump even though it would be before the first two would seem excessive on that strip.
Mayor Peterson, I will work with Antonio to get some appropriate signs made up.
Councilmember Rohr, I also would comment that the signs that Antonio got to warn people about the speed humps are too small. Any other signs need to be larger to be able to be read at a greater distance.

Councilmember Allen, another comment for the Council is, we have got this zone change application that we approved here tonight and I see up in the right hand corner the filling fee of $1,000 crossed out and $50 per the Mayor written in. That $1,000 seems excessive for a non-refundable filling fee. Does the Town accrue a $1,000 worth of costs to review a zone change application, or is that something that we should amend in our fee schedule.
Mayor Peterson, I think it would depend on how many adjoining properties you have, as to the cost because we do have some mailing costs that need to be taken care of. I would agree that $1,000 is a meaningful amount of money and it is something that we may want to

review. With these fees, we are not supposed to be in a position to be using it in terms of revenue generation but rather the costs. Now costs include our administration staff, it's not just postage. In this case, the reason why I waived it, was there was some misunderstanding with some information that was provided by one of our contracted employees on the building inspection side and this was a solution that I spoke with Gary Kuhlmann about and he said he thought it was appropriate to adjust in this kind of a situation.
Councilmember Rohr, I always felt like the filling fee was excessive. Under other circumstances, a zone change requires advertisement and a public hearing.
Councilmember Blake, it is excessive but it is still appropriate but not in this case.
Councilmember Rohr, am I wrong that a zone change doesn't usually requires a public hearing?
Mayor Peterson, no a zone change does require a public hearing at the Planning Commission level and they held that.
Councilmember Rohr and the cost is what, about $150 dollars?
Mayor Peterson, it depends on how much you have to include. About $100 is what it tends to average, if you don't have a lot of detail.
Councilmember Blake, but if you get involved with bigger projects, commercial and other things, it may come about at a later time.
Mayor Peterson, it seems to me if we are zoning commercial there might be more involved but I would check to see if anybody has different kinds of fees for different types of zone changes.
Councilmember Rohr, perhaps there could be a sliding scale based on the type or size.
Mayor Peterson, I will try to find out information from surrounding communities to see what that practice is. Not that we would have to do what surrounding communities do but I am always wondering what others have found appropriate for themselves.
Councilmember Blake, I know that when I have applied for a zone change, there is a sliding scale in most communities. If I am going from R-1-8 or from R-1-12, 12,000 square foot lots to R-1-8, there is a sliding scale.
Denton Whipple, I have come to find a lot of times there is a scale. As far as I am aware, that is pretty standard.
Councilmember Blake especially if you are going from residential to commercial, there is a whole lot more involved.
Town Council discussed it further and the Mayor will look further into it for next month's meeting.

Councilmember Rohr, I was wondering if you were able to get ahold of anybody at Rocky Mountain Power.
Mayor Peterson, yes I heard back from them the next day. They are at a point where they haven't established the tariff for an LED street lamp but as you noted, it is a fixed price for an incandescent street lamp They indicated if they wanted to do it, they would cover the cost of changing out the bulbs but if we wanted to do it, we would have to incur the cost of the bulbs and then we would be subject to their still to be determined tariff for LED lighting. I think at this point, they are aware of our interest in that and will keep us informed if they establish that tariff. It sounds to me that they would intend to have a fixed charge on that and it might not fully reflect the savings that one might traditionally see from using an LED. I will keep you informed with any new information.

Mayor Peterson indicated the tree service will be coming next week to do the trees at the Town Hall and they will not be doing the deep root feeding to lower the cost.
Town Council discussed the trees further.

12. Adjournment:

Councilmember Blake adjourned the meeting.
Time: 7:28pm.

APPROVED ON THIS _____DAY OF _____, 2015

_____

Mayor, Wayne Peterson

ATTEST:

_____

Kristi Barker, Deputy Clerk/Recorder

Town of Leeds, Utah
Analysis of Wild West Days
Revenues and Expenditures
For the Period September 11 and 12, 2015

Revenues:		
Vendor Applications	$ 911.00	
Pony Express	$ 140.00	
Corporate Donation-Pacific Power	$ 500.00	
T Shirt Sales	$ 276.00	
Total Revenues		$1,827.00
Expenditures:		
Park Lights	$425.00	
Bubble Machine Rental	$250.00	
Pine Mountain Bluegrass Band	$250.00	
Candy Cannon	$84.00	
Porta-Potties Rental	$135.00	
T Shirts	$646.00	
Stage Assembly Supplies	$323.00	
Signage and Advertising	$71.00	
Total Expenses		$ 2,184.00
Loss Before Event Salaries		-$357.00
Event Salaries		$ 1,265.00
Net Operating Loss		$ (1,622.00)

PUBLIC NOTICE

TOWN OF LEEDS
CANVASS FOR THE 2015 MUNICIPAL ELECTION

The Town Council of Leeds acting as the Board of Municipal Canvassers will hold the Municipal Election Canvass on:

Tuesday, November 10, 2015, 12:00 p.m.

At Leeds Town Hall, 218 North Main Street

Public is welcome to attend

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Canvass of the 2015 Municipal Elections for the Town of Leeds
5. Adjournment

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 Leeds Town Hall at 879-2447 at least 24 hours prior to the meeting.
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Certificate of Posting;
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Robert W. Goldsberry, Clerk/Recorder

2016 Meeting Calendar

January						
Su	Mo	Tu	We	Th	Fr	Sa
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3	4	5	6	7	8	9
10	11	12	13	14	15	16
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31						

Febuary						
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August						
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September						
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October						
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November						
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December						
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Holiday

TC Meeting

PC Meeting