

Minutes

Francis City Council Meeting
Thursday, April 14, 2016
Francis City Community Center 7:00 p.m.
2319 South Spring Hollow Rd.
Francis, Utah 84036

Attending: Mayor R. Lee Snelgrove, Councilmembers Byron Ames, Matt Crittenden, Jeremie Forman, and Shana Fryer. City Engineer Scott Kettle, City Planner Marcy Burrell, City Recorder Suzanne Gillett, and City Attorney Kraig Powell

Others Attending: Rusty Webster, Casey Vorwaller, Monty & Stacy Lundgreen

1. Welcome, Introductions, & Pledge of Allegiance— The Mayor welcomed all in attendance and asked Councilmember Crittenden to lead in the pledge of allegiance.

2. Public Comment—There was none.

3. Public Hearings

A. Code Text Amendments to Francis City Land Use Development Codes pertaining to Title 18-Zone Districts and Regulations section of codification---Planner Burrell informed the Mayor that she could explain everything if he would like. The Mayor wanted to hold off and wait for Attorney Powell. The meeting continued on and council will come back to.

Everything else on the agenda had been discussed and Attorney Powell still had not made it yet, so the Mayor allowed Planner Burrell to go ahead and explain what had been worked on in the Land Use Development section of the codes.

Planner Burrell reviewed the entire packet that had been handed out to the council. (See attached) She went through the packet page by page and explained what changes had been made and why. She also asked the council for their input on items that had been changed and wanted to know if they were ok with the changes or if they wanted anything done differently. The whole review process took about an hour and a half. When the review process was done everyone felt good with the changes that will be made and will discuss the ones they had concerns with in more detail at another meeting when the ordinance is actually approved.

Planner Burrell then informed the Mayor that he had to open the meeting to the public, as this was a public hearing item.

The Mayor opened the meeting to the public for comment and there was no public comment. The Mayor closed the public hearing and brought it back to the council.

Council will wait for the changes and the ordinance to approve the changes in the Land Use Development section of the code.

B. Possible approval of Conditional Use Permit submitted by Craig & Lori Rockhill---Planner Burrell explained that Lori and Craig Rockhill would like to table their application.

The Mayor asked if anyone had a problem if they just tabled that, then they can get more information and move forward from there. Council was good with it.

4. Discussion, Updates and Approval on Potential Action Items

A. Approval of Ordinance 2016-05 amending provisions on public services, water/sewer--

Attorney Powell explained to the Council that this just modernized simple standard procedures. He then went through the attached documentation page by page. He explained what items were left in and what items had been taken out and why. He also stated that an application was added that needed to be signed by the homeowner for water services. He stated that it simplified turning off the water if needed.

Council spent about an hour reviewing all of the amended provisions. Attorney Powell answered any questions and concerns that the council had.

Councilmember Ames made a motion to pass Ordinance 2016-05. Councilmember Crittenden seconded the motion. The Mayor and Councilmembers Ames, Crittenden, Forman and Fryer all voted aye by a roll call vote. All voted in favor and the motion passed.

B. City email addresses—The Mayor explained that office staff went to a State sponsored Grama training a couple of weeks ago. He explained that some of the information that we learned was that anything that you have on your phone if you have an email address and you use your phone to do city business, then your phone can be subpoenaed and anything on there can be taken and used. If we set up a city email address so that you have an official city email address then that's the official email address that we use.

Councilmember Ames explained how all of this worked in a little more detail. Councilmember Forman liked the idea. The Mayor said there may be a cost involved, but Councilmembers Ames said that we could possibly get a free one, or for a couple of a bucks per email per month then we could have someone host them. It's really not that big of a cost. Then we would have one main email address.

Councilmember Forman said even with his county email when they are deleted, they are still there.

Council would like to pursue getting emails connected to the city.

C. Kamas Valley Lions Gun Club lease renewal on the gun club property—The Mayor reviewed the lease agreement with the gun club.

Councilmember Ames asked for a little explanation on how this all came about. Councilmember Crittenden explained that it started as a county landfill and he thinks that's how it all evolved. He doesn't feel that there is any reason that the lease should go up.

Councilmember Ames made the motion to allow the Mayor to sign the lease agreement with the Kamas Valley Lions Club. Councilmember Crittenden seconded the motion. Councilmember's Ames, Crittenden, Forman and Mayor Snelgrove all voted in favor. Councilmember Fryer was not yet present.

D. Frontier Days Planning---The Mayor wanted to know when council was going to set dates. Councilmember Ames said that the date for the Queen contest will be June 3, 2016. Councilmember Crittenden informed Ames that he may want to double check that date with the High School Rodeo as he thought it was that weekend too, and they may not have as many contestants if they are competing events. The Mayor said he thought that was the next week. The City Recorder confirmed that the High School Rodeo was the week of June 1-4.

Councilmember Forman asked Ames who was helping him with the contest this year. Councilmember Ames said that Nikki was willing to help him again this year. He hurried and text Nikki to see if June 10, would work for her since there was a conflict with the 3rd. It was decided that the Queen contest will be held June 10, 2016.

The Mayor and Council decided to have a Frontier Days Meeting May 3, at 7:00 p.m.

Planner Burrell informed council that she had a few things to add to their Frontier Days portion of the meeting. She informed council that she had two bands possibly that they were working on last month that would be a little different arrangement than last year.

All West is willing to do bounce houses again and she said that the cost of that was around \$2,100 last year so that would put them at a premium level. She also explained all of the sponsors that we have received so far.

She then informed council that Travis English from Summit County is the county events coordinator and is working to get a community events calendar with the Park City Business Bureau website and he wants to combine all of the valley's calendar items into one site. So, if you are looking for anything to do with Summit County you can look on one calendar. He came and met with her and was very excited about what Francis can offer for Frontier Days. He is going to list Francis on his calendar and he will actually put us on the radio and in the Park Record. But, it would be great! She told him that we would be happy to put the link on the community website on our city website.

5. Council Business

A. Council Reports---Councilmember Ames researched the iPad cost. (See attached) The cost quoted is for six of them. The government discount program knocks about 5% off. Council briefly discussed the iPads and the cost. The Mayor thinks the best way to do this is to put them in the budget.

Councilmember Crittenden informed everyone that he would like the smaller iPad. He also liked the idea of having a key board along with the iPad.

B. Planner Reports---Planner Burrell said that she spoke with the planning commission and they are set for Arbor Day May 21. She explained that she has been working with the U of U on a community open house. She is looking at May 17th or the 24th. The professor is planning to print the material, but would like the city to pay for the printing. There will be a score sheet for people to mark the items that they like.

Planner Burrell passed out all of the surveys from the on line survey that people took. She reviewed the attached handout in regards to the survey. The one thing you need to keep in mind is that the ranking was done by a percentage rate.

The Mayor wanted to know if there was any indication of how many people started the survey and then didn't finish. She said at least 200 started, but only 71 responded.

The Mayor asked for an update on the Paige Lane Annexation. Planner Burrell said that she has not heard anything back. She has not heard back from Stewart Ranches and Uinta Shadows is at the county.

C. Mayor Reports—The Mayor asked Engineer Kettle for a sewer update. Engineer Kettle explained everything that was going on. He also explained that he, Luke and Matt went to Minnesota and toured their aerator facility and learned how to work on and maintain things and it was very helpful for them.

The Mayor said he had talked with Luke about the trip and it sounded like it was a very informative trip and that they let you guys take one apart and put it back together. Councilmember Crittenden said yeah Ron built one for them while they were there touring the facility and he gave them some good information on how to maintain them and replace the bearings and stuff like that. He felt it was a very good trip. The Mayor said that he was glad that both Luke and Matt were able to go.

The Mayor said that he had talked with Luke and he is having some issues on getting the mulch and clean up done around the park. The Mayor informed council that a couple of scout troops were looking to help raise money for scout camp. He asked the council for their blessing on hiring the troops to come and help Luke. The city would pay each troop \$300 each for the job. The work has to be completely done or they won't get paid. The date set for the troops to meet and to the work with Luke is Saturday April 23rd, 2016.

D. Report & Approval of Bills Paid—*Councilmember Forman moved to pay the check register. Councilmember Fryer seconded the motion. All voted in favor, motion passed.*

E. Approval of Minutes from March 10, 2016 City Council Meeting---*Councilmember Forman made a motion to approve the minutes of March 10, 2016. Councilmember Ames seconded the motion. All voted in favor and the motion passed.*

The content of the minutes is not intended, nor are they submitted, as a verbatim transcription of the meeting. These minutes are a brief overview of what occurred at the meeting.

6. Closed Executive Session--None

Meeting Adjourned

Minutes accepted as to form this _____ day of May, 2016.

Mayor R. Lee Snelgrove

City Recorder Suzanne Gillett