

**Laketown Town Council
Meeting Minutes
July 1, 2020
10 North 200 East Laketown, Utah**

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ACTIONS

Action to add personal information and a signature to the planning and zoning commission approval letter.

Action to update the fee schedule to \$5,000 for the home owner for a water hookup and 5,000 for the sub-divider per lot.

Action to increase the cemetery district annual water rate to \$700 a year beginning July 2020.

Action to go with Post Asphalt Paving install the intersection at 100 South 100 West and to have them do the other projects on 200 East while they are here with our approval.

Action to adopt Ordinance 2020-02 to amend the Town Code prohibiting nightly rentals in the residential-agricultural zones by adding including Bed and Breakfasts and Air B&Bs, multi-ownership properties such as LLCs, Partnerships, and timeshare and any additional multi-ownerships not stated 10-6A-7.

Action to approve the business license for That Bug Guy.

Minutes of the meeting of the Laketown Town Council convened in regular session on Wednesday, July 1, 2020 at 7:00 p.m. with Mayor Burdette Weston, Councilmembers Eldon Robinson, Gary Ogilvie, Delora Wight and Clerk Amber Droesbeke in the Laketown Town Office located at 10 North 200 East Laketown, Utah and Councilmember Dallas Clark attending on video conferencing call. Mayor Burdette Weston conducting. Those present in the room: Planning and Zoning Commission Chair Duane Robinson, Nellie J. Brown, Ruby Hunter, Lois Shupe, Shalie Argyle, Kirsten Gash, Dalton Earley, Richard and Denise Johnson, Scott N. and Shirley Johnson. Commissioner Sim Weston attended via video conferencing.

7:05 p.m. Mayor Burdette Weston welcomed those present.

OPENING CEREMONY: Councilmember Eldon Robinson offered an invocation and Councilmember Delora Wight led the audience in a pledge.

ACTION. Motion by Councilmember Ogilvie seconded by Councilmember Wight to approve the agenda with the additions of workshop ordinances 2020-03 and 2020-04. Motion carried unanimously.

Meeting Minutes. ACTION. Motion by Councilmember Wight seconded by Councilmember Ogilvie to approve the prior meeting minutes with a correction on page 3 changing they to P & Z. Motion carried unanimously.

Mayor Weston said that he spoke with the town attorney about our planning and zoning commission issuing a receipt and our attorney stated that the only receipt we can issue is from the town clerk. The Commission can issue a letter of approval when they accept a building permit application which they already do, stating that the applicant has met all of the requirements and the commission accepts the application.

QUESTIONS AND COMMENTS FOR MAYOR AND COUNCIL:

Denise Johnson addressed the town council about nightly rentals. Mayor Weston explained that later in the meeting we will add words to our current nightly rental policy to strengthen our policy. Lois Shupe asked if our policy does not allow nightly rentals. Mayor Weston said we allow nightly rentals in the commercial zone and not in the residential-agricultural zones. Lois asked how we will monitor this. Mayor Weston explained that if we see nightly rentals taking place our attorney sends a letter to inform them of our code and requirements and ask them to cease and desist.

Denise recommended that the town council drive out to Meadowville to see the recent occupants who arrived for the weekend. Ricky Johnson explained that 20 trailers have moved in

and they have a major party planned. Two people bought one lot but now it has turned into fiesta city every weekend and they do not want to see that happen in Laketown.

Mayor Weston said the nightly rental policies should be clear to buyers when they go through the planning and zoning process. The town council is working on documenting our policies so they are clear for everyone to understand. He displayed the application for water service change of ownership or address that the town council created and mailed out to all Laketown water users in October 2019, to update the town records with current contact information. This form is used for applicants building new homes. When building permit applicants come to our planning and zoning commission to submit their building plans, they will complete this form as well as a form for the building impact fee. The building permit comes from Rich County. The town has a separate form we collect for our records for the building impact fee that includes the details of the property tax id, physical address of the property, mailing address and a signature. Some information on the form is optional like their contractor, plumber, and electrician but it is helpful for the town to know the architect or engineer because we deal with them.

Mayor Weston explained our application for water hookup and building impact fee. Duane disagreed that the application provided was a form the town uses. Mayor Weston said we will get the forms and applications straightened out to prevent further conflict and confusion.

Eldon said the town attorney recommended the changes we are making to the town code nightly rental policy in the ordinance presented later this evening to make the language in the code more specific. Mayor Weston said our attorney also said we may want to hold a public meeting and get an updated view of the public sentiment on short term rentals. Denise said they see this every weekend with everyone that comes up. They raise cane like we are a bunch of hicks who don't care about our town. Rick Johnson said two weeks ago kids were racing around the school lawn on their four wheelers tearing up the lawn and then in a field next to his house that was not their field but is private property and they hit a water riser and broke it.

Dalton Earley said he has random people parking on the side of the street beside his property. He doesn't know where his property ends and where the town continues. It is the same thing with four wheelers and side by sides (UTVs). Dalton worries about his personal property and his neighbor's personal property. He asked if that is public property and if that is something they can do. He has friend's horses and his own personal livestock there. He asked where that comes into play of a random person unloading their side by side next to his pastures with Marie's horses with colts that are very sentimental of what they eat at that time and the people are feeding the colts and his goats, unloading their side by sides and tearing through town. Random people were there for two hours. Dalton asked if he should call Mayor Weston or the town council with this? It is not a comfort next to his personal property and to his neighbor's property. Where does he need to proceed?

Mayor Weston said no, they shouldn't be using the street to park while they go recreate. It is not a problem if your family wants to unload and park in the right of way near your property for

a weekend while they visit but in general people should not unload and park in the street. There are other places for them to park and unload like at the rodeo arena parking lot or outside of town. It doesn't hurt to talk to them and tell them we have had problems with people before and we are community minded and ask if they want to leave their vehicle while they ride please take their vehicle and unload it where it is not in our street here.

Eldon feels that part of this problem of nonresidents parking in Laketown while they go ride is created by the Bear Lake Visitors and Convention Center promoting the trail in Mill Canyon. Mayor Weston has asked them to stop promoting that trail. BLM plans to close the path that heads to the south to Abe's Hollow and Twin Peaks. Off highway vehicle traffic is increasing. Dalton said he has his side by side and he loves that trail and to go up to the public land but he has noticed there are people not taking care of that property the way they should. Dalton wants to know where his property begins from the center of the street. Mayor Weston said there is a 60 foot right of way. The sheriff is the law enforcement for Laketown and should be called in the event of violations. Delora asked if anyone in the audience is for nightly rentals. No one in the audience was for it. Lois Shupe said she does not want to see Laketown become like Garden City.

Lois Shupe asked if we could protect our water reservoir and cistern somehow from four wheelers, trash and beer cans. Could we protect our water and cistern that are up there? Could we stop four wheelers at a point and allow only bikes, walking and horseback. Mayor Weston met with the Bear Lake Visitors and Convention Center and explained that is not a trail we want advertised and we want it taken off their website and advertising materials. They said they have been advertising it. He told them that if they want to take responsibility and the liability for our water system if someone went up there and did something to our water then they can advertise it and they can patrol it 24/7 and pay for it the maintenance of the trail. They said they do not want that responsibility. Lois has been up there when people have been shooting up the canyon when they were on horses.

Councilmember Gary Ogilvie informed Scott and Shirley Johnson that we plan to pave the corner by their house and that they may want to move their farm implements parked on the side of the intersection because they won't have access to that equipment for a day or two. Scott said he hoping that equipment gets moved out of there permanently and we don't need to worry about that. Scott asked if he can get permission to dig across that street to run a water line from his well to his field before they oil the street. Mayor Weston said that might need to go through our planning and zoning commission.

COUNCIL BUSINESS

George Peart, Rich County Building Inspector joined the meeting via telephone.

Planning and Zoning Commission Meeting Report – Chair Duane Robinson

The planning and zoning commission met on June 24, 2020 and discussed a building permit application for the Mike Draper home that received a building permit May 29, 2019, to remodel with no fee associated. The builder has now torn down everything except the furnace and the concrete where the heating work is. The setbacks need to be confirmed but their survey has not been completed. The plot plan cannot be created until the survey is completed. A potential problem with a porch that was torn out is pending. That porch may have allowed for only a 25-foot set back and if they put the porch back in it may encroach on the new set back requirement which is larger. Mayor Weston thinks that with 1/3 acre lots we have told people they can build where it was with the setbacks that were required at the time and Duane agrees. Mayor Weston said that George will need to be aware of this as well. Dallas said that the site of the original porch should be marked clearly. Duane will go up and take measurements.

The commission discussed the building permit process after Duane talked to George about the county building permit process. Discussion of the county's new online building permit application process took place. Laketown is not involved in the financial part of building permits but does collect a building impact fee. We have documentation for the building impact fee that is separate from the county's documentation for building permits. Duane asked George for a list of things he uses on the county form.

George explained what he requires when someone applies for a building permit in Laketown. The first thing he requires is approval from Laketown and owners know this up front. In the past, George has received a letter or document from Laketown stating that the applicant has approval and any conditions are stated on the document. Then the owner must complete an online application. This requires the owners name, tax id number, contractor license number or a notarized owner builder certification form which George sends to the state. He also needs a copy of the septic permit. Since they are already approved by Laketown, George assumes they have paid their water connection fee and all fees with Laketown. He asks for a copy of their building plans, a copy of their plot plan showing where the building sits including showing the setbacks. There is a place to list the subcontractors but George does not require them. He does require the general contractor. They must have a proof of survey with at least two points consisting of survey pins and prove their property lines; fences do not count. They must also provide the cost because the county charges a building permit fee which is calculated based on the cost of their building so, they must provide the bid from the contractor. Some of items on the application check list are not applicable to Laketown such as sewer district receipt or copy of septic permit and fire hazard severity form. It depends on the house if George requires the engineer. Usually, if it is above two levels and they do funky stuff it will require an engineer.

The Laketown clerk email has been added to the county's new electronic building permit system and will receive all information regarding anything to do with a building permit in Laketown including changes on the building permit, approving the permit, inspections and closing the permit out. The changes George is talking about are changes that effect the footprint of the house which require an amendment to the permit, additional fees and going

through the approval process again. The county requires work to begin within a year of the permit and five years to complete the build.

Mayor Weston asked how long from the time our planning and zoning commission give George their approval document, is it before this information is available online and the town receives a copy emailed to the clerk. George said once he receives the approval document from Laketown it is usually posted on the county system within a week but sometimes the owner holds that paper for a while for various reasons. He does not automatically receive the building approval document as soon as it is signed by Laketown planning and zoning commission. Sometimes he does not know it is out there. George suggested that the clerk email a copy of the approval letter as soon as it is signed. Mayor Weston suggested that the planning and zoning secretary can take a photo and text it to him the evening the form is signed. George said that he cannot do anything with the approval document from Laketown, or send anything about a building permit application to Laketown or begin a building permit application until the owner submits a building permit application. He cannot take action on it until they request it. He would be holding the approval letter from Laketown until the owner submits a building permit application. Mayor Weston discussed the need for a financial record for Laketown in the meantime.

Eldon asked if a receipt would be enough for the town financial records. Mayor Weston said we need to know the proper mailing address, the property tax id number, and contact information for the owner and have the owner sign the document so we can affirm we are sending information to the address they gave us. Then records are accurate and we can prove we are sending information to the address they provided. Once we cash a check that is an informal sign that we have accepted the building permit application, that the owner has the acceptance form the town and they have done everything they were required and can move forward. If the planning and zoning commission approved it and said everything was good and it came to us and the town council saw something missing it puts the town council in a bad spot. We could get in a conflict where we claim something is not done correctly. When we generate the receipt, we put the information in our system. If we put the information in ourselves, we will be at fault for errors. When we receive a form with their information and signature on it the information in our records is provided by the owner and is their responsibility.

George will listen to hear if Laketown is going to require a timeline for building permits to be completed and what Laketown will be sending to him for building application approvals. His building permit application and document will be kept permanently.

A decision was made to create a form for approval for planning and zoning commission including owners name, mailing address, property tax id number, email address, and possibly the contractor's name and owner's signature. The form could also outline the required documents of a plan and the drawing of how the building sits on the property. The clerk recommended creating a list of the building applicant process for the town and posting that on our website. Duane has personal reservations with the town requiring information about engineers. Mayor Weston and Dallas feel that it is nice to have all the information in one place.

A motion was made by Councilmember Robinson to add personal information and a signature to the planning and zoning approval letter. More discussion took place about the motion and requiring engineering information. The signature would state that everything stated in the document is true. The document will state that the applicant met the qualifications from Laketown planning and zoning commission. Personal information will be listed at the top and at the bottom how much we collected for impact fee and water fee with signatures of the planning and zoning commission and the owner. Duane said special issues will be written by hand at the bottom with the owner's initials acknowledging the requirements. This one form will be used for financial documentation. Dallas wants the town to have as much information on this financial document as possible and feels it is easy to have the information in the town records as well as in the county records. Duane feels that George is collecting all of the information and the town has access to the county information so the town does not need all of the information in our application and approval letter. Dallas wants to see the actual form before he approves it. Mayor Weston said that we can put the form together then approve it and begin using it.

ACTION: Motion by Councilmember Robinson seconded by Councilmember Wight to add personal information and a signature to the planning and zoning approval letter. Councilmember Ogilvie, Wight and Robinson in favor. Councilmember Clark opposed. Motion carried.

Dallas asked George what he does in his inspections knowing that George verifies survey points and setbacks. Dallas wants to know what the responsibility is of the building inspector for the town. George does an inspection on the footing foundation, the underground plumbing, a four-way check called the framing, electrical, plumbing and mechanical inspection and a final inspection. George left the meeting at 8:43 p.m.

The form will be created and brought to the next meeting for discussion and approval or changes. Mayor Weston asked that the planning and zoning commission have anyone who comes in and applies for a building permit between now and the approval of the new form that they have the owner complete the new water application and the top of the building permit application and sign it. Duane agreed that he would do this.

Duane said the Bryan Weston subdivision is complete at 100-foot radius and is unbelievable to compare it the cul-de-sacs in Last Chance subdivision which are smaller.

Multi ownership in homes – Planning and Zoning Commission Chair Duane Robinson

Duane wants a definition that prevents multi ownership in homes in our town code. Mayor Weston explained that our attorney helped us create wording to firm up our nightly rentals. A workshop ordinance 2020-04 will be reviewed this evening adding language to the town code definition of single-family dwelling and adding the definition of residential. A discussion of this took place. The planning and zoning commission wants the code to say that a single-family

dwelling can only be owned by one family. The council feels that the definition of family addresses multi ownership in homes but the definition is missing the word owner and only states dwelling and occupying.

Rentals – Councilmember Dallas Clark thinks we are headed in the right direction.

Letter from the attorney regarding recreational camp trailers in Laketown – Councilmember Eldon Robinson

Eldon referred to an October 10, 2019 letter the town sent to MEINT, LLC c/o Natalie Payne which they received. They are wanting to conform to the rules but they are not sure what they need to do to conform. The council read from the letter quoting Laketown town code 12-8-1. Mayor Weston explained what it means. Eldon asked how town residents know of this. Mayor Weston said that they can read our town code. This code was created in April 2012, and has been mailed out to residents in water bills more than once. When it became an issue, the parties were approached in person by Councilmember Dallas Clark who reported that he was not received well. This is why our attorney sent the letters on our behalf.

Eldon asked how he should respond to her because he is taking care of their land. Mayor Weston said we will have the clerk create a permit and the town council will approve it. Mayor Weston asked if the council would like to resend the ordinance in a water bill again. The decision was made to resend this ordinance in the July 2020 water invoice stating this is sent as a reminder of the town code on recreational vehicles. No fee is assessed for conditional use permits. The decision was made for the clerk to approve the permits.

Delora asked if the town council members can text and email about town council matters and if there have been any changes regarding allowable communication because of the pandemic. Mayor Weston said it is no different with COVID. Town council members have always been able to send texts or emails to other members of the town council individually about town council matters. However, when the email or text is to the entire group it is a meeting. He said that when you are in a public position your emails or texts to other town council member can be requested by a court of law. All emails and texts about town business are public record. All emails and texts will be sorted through to determine which contain town matters. Anytime we talk we need to be very cautious and confident about talking about each other and not talk about other quorum members in any context of our meetings because if there are any derogatory comments going against people and we end up in a law suit because someone gets word that these guys are saying this about you, that person has the legal right to get an attorney and say this is not right to have my person attacked like this. Then the town is drawn into a court case and the town council members will be drawn into the same court case. We should never talk about any one in our public meetings that is defamatory in any way and that includes in our emails and texts. When we are in a public eye, we are in a glass house. If you want to talk to Mayor Weston about something text him individually. If you want to get Eldon's opinion, text him individually or Duane's opinion text, him individually. Do not send emails or

texts to three or more members of the council because that is a quorum meeting. Chance meetings when three or more members of the town council do not qualify as a meeting.

Motion by Councilmember Ogilvie seconded by Councilmember Robinson to allow the town clerk to create a RV trailer conditional use permit for approval for the town council and to issue RV trailer conditional use permits after Mayor Weston approves the form. All in favor. Motion carried unanimously.

Water Updates – Councilmember Delora Wight

- Delora said Dan had been on the call but his phone died. He didn't have anything outstanding. She wants to talk to Dan about meters that are an issue to read. It may be good to replace these meters or to move them. Delora could not get ahold of the meter guy to ask him if water affects the new meters.
- Duane reported a problem at Natalie Gomez's place. She has used a lot of water and there was a leak repaired there. Mayor Weston asked why that leak didn't show up. Duane said they just don't show up. Dallas pointed out that the home is under contract so it will be purchased soon. The clerk said a title company called today asking about outstanding money owed to the town and will be paying the water invoices and transfer fees for more than one home that is getting purchased. The council determined that the leak at this property is the responsibility of the town and the fee will not be assessed. Delora will talk to Dan to see if something else has been done there.
- Mayor Weston said we are having trouble getting the meter identification numbers when the new electronic meters are installed. Mayor Weston proposed that a photo is taken and sent to the town before the meters are installed.
- Mayor Weston explained to Duane about the compound meter reading at the school and the meter reading spreadsheet. There will be two readings that will be added together for the billing. Duane said he did not have the meter identification numbers for both meters at the school and he just took the base reading. Mayor Weston said we need to get with Dan and determine how to get the two separate meter readings. They are not drawing water on it yet. The three-inch meter won't kick in unless usage triggers it.
- Delora said there is a \$5,000 hookup fee for lots in Last Chance subdivision and asked if they have to pay \$10,000 for a connection now. Mayor Weston said that if a connection has been paid for it is paid for and no increase will be assessed.
- Mayor Weston explained that we discussed assessing \$5,000 for a water hookup for the owner and \$5,000 for the sub-divider so the town can save money to dig a well. This would not be assessed retroactively but will be assessed going forward.

ACTION: Motion by Councilmember Wight seconded by Councilmember Ogilvie to update the fee schedule to reaffirm the fee increase made in a previous meeting to \$5,000 for the home owner for a water hookup and \$5,000 for the sub-divider per lot. All in favor. Motion carried unanimously.

Cemetery district increase in annual water user rate to \$700 – Duane Robinson

Duane said the cemetery board budgeted up to \$700 for their annual water usage because of the new water system. They use water May through October and Garden City is paying over \$800 a month for their water. The increased assessment will begin in July 2020.

ACTION: Motion by Councilmember Wight seconded by Councilmember Clark that the cemetery district is charged \$700 a year beginning July 2020. All in favor. Motion carried unanimously.

Reinstituting a Water Board – Councilmember Delora Wight

Mayor Weston asked Delora what she found out about reinstituting a water board. She feels it will save time in the town council meetings by bringing only the highlights, specifics or information to the town council meeting. Mayor Weston feels the entire board is already in on everything even when we have a committee report and that Delora, Dan and Duane have discussions now that they bring to the town council. Eldon would like to add the Laketown fire chief and the secondary certified water master to the water board and specifically Chantry Argyle as the secondary certified water master. Mayor Weston wants more discussion on that. Dallas asked what is the purpose and power of this board. Delora said the purpose would be so the town council would not need to discuss all the nitty gritty details and less people would need to be get together for the water board meetings. A lot of things come out that sometimes don't need to come through the whole board and sometimes take more time than is necessary. Delora talks to Dan and Duane a lot about water stuff. Dallas thinks we need to make sure the town council maintains the power and control of the water system and does not see the purpose. Mayor Weston feels the discussion needs to take place with the town council and all decisions are made by the town council. A lot of discussion can take place between Dan and Delora and Duane outside of the meetings. The town code regarding the water works was read aloud.

Secondary Certified Water Operator- Mayor Burdette Weston

Mayor Weston feels we need a secondary certified water master because it is a requirement by the state and he is aware of two people in town who are qualified. He wants to see if the council wants to write up a job description and post the position. Delora thinks we need to talk to Dan before posting the position and that Dan needs to have input on the requirements for the person we hire. Discussion took place. The consensus of the council was to move forward on this. Delora will talk to Dan.

Accounts Receivable Report – Clerk Amber Drolesbeke Accounts receivable are current except for one payment that is expected tomorrow.

Rodeo Signs for Fence – Mayor Burdette Weston

Mayor Weston gave metal signs to Eldon to put up at the rodeo. Eldon feels it would be nice to take the time to create assigned seating in the arena. Mayor Weston gets asked about having the rodeo. Most agree if we can't pay for the rodeo without going in the hole, we should not have it. The stipulations with food and sanitation are too much. People are going to miss the rodeo. Dallas received a text from the cheerleaders and they know the rodeo is cancelled.

Roads and Streets Updates – Councilmember Gary Ogilvie

Gary reported on the intersection plan update and bids. He sent the diagram that was updated by Tyler Stuart out to the three bidders. Post Asphalt Paving and Staker Parson responded and Anderson's did not respond so, we will have to award the bid based on the two bids received. Post \$25,850. Staker Parson \$27,525. The \$2,300 difference is on the mobilization because Post is here doing the Garden City bike trail. Unit price is higher on one bid. The decision was made to have them fix two additional small repairs on 200 East. One is by the coke machine the other is at 200 South and 200 East by the stop sign. Gary told them we may have another job and that they can bill us in addition for the other repairs.

ACTION: Motion by Councilmember Robinson seconded by Councilmember Wight to go with Post Asphalt Paving to have them do the project and have them do the other projects while they are here with our approval. All in favor. Motion carried unanimously.

The bid documents were provided to the clerk and Gary will let them know they have been awarded the job.

Dallas asked if we have resolved collecting the road improvement fees on the Hunter property yet? Mayor Weston has not pursued it because of the funeral. The clerk called and confirmed that Cardon Willis received the bill.

Park and Recreation Updates – Councilmember Dallas Clark

Dallas sprayed the park for bugs. No activities are going to happen this summer. A few people have scheduled the park. Horses in the field behind are destroying our fence and Dallas is not sure what we can do. He will talk to the property owners about the fence and determine a way to prevent the damage from continuing. Mayor Weston will talk to Stan Lamborn about fogging for mosquitos. Eldon asked if there been any more discussion about moving the dirt and sand piles. Brian is going to look at all the places that the dirt and sand can be moved to. Eldon and Delora feel it is an eye sore and a problem in our parking space. Mayor Weston asked if we can store it by the arena and bring it down as needed it. Dallas is hoping to disperse it into the field

in the next week and have the piles disappear. Mayor Weston will talk to Jordon McKee about removing the car parked in the easement on his lot.

MAYOR REPORTS

Bear Lake Regional Commission Report – Mayor Burdette Weston none

ACTION ITEMS

ACTION ITEMS FROM PREVIOUS MEETINGS – Mayor Burdette Weston

Eldon talked to Mayor Leonhardt and to Glen. They plan to have the Raspberry Days craft fair but no parade.

PUBLIC HEARING – To consider, receive public comment and discuss with the Laketown residents the Master Plan.

Mayor Weston said we will not have a public hearing this evening but read an email from the town attorney who likes many aspects of the master plan and said

“It does raise multiple issues which are worthy of the Town’s and the Council’s consideration.

The Plan articulates the desire to maintain the Ag land and Ag priorities of the Town, and to maintain the ‘small-town’ character of the residential areas with modest ‘town center’ focus on growing outward.

It is good to speak to these ambitions and intentions, especially in light of the challenge from air bnb pressures currently growing from within.

I think that if the Town hasn’t held public hearings on some of these topics, that it probably is worth doing so. Of course, the Council can push ahead and embrace and endorse the Plan as outlined. But if there hasn’t been much public input since the origins of the effort back in 2006 and 2007 with McKay Willis, it might be well to take the pulse of the citizens at this point on the whole range of issues addressed in the plan.

If you’d like me to closely review the announced intentions of the Plan, I’ll be happy to do so. But that will take some face-to-face (via Zoom or otherwise) to get a feel for where the town wants to go.”

Delora asked if we can just sign the master plan now and then look at it closely and go over it, and have public hearings. Discussion of this took place. Eldon would like to sign it as is. Dallas was around when it was created and thought it had been approved the first time. Mayor Weston said it was there but never signed by anyone. We would have to reissue it with our signatures. Eldon would guess that most towns do not have a master plan. Mayor Weston thinks that most towns have master plans to govern growth. Dallas said they want master plans updated every 15 to 20 years. The clerk will update the document with current forms, email it out to council and bring it for public hearing. If the council see needed changes, we will

workshop it in August and bring it for public hearing in September. The master plan map will be included in the document.

Resolution 2020-01 Electronic meetings – Mayor Burdette Weston postponed

Resolution 2020-02 Approval of Fiscal Year 2020 Budgets – Mayor Burdette Weston postponed

PUBLIC HEARING – Consideration of a proposed ordinance to amend the Town Code prohibiting nightly rentals in the residential-agricultural zones by adding including Bed and Breakfasts and Air B&Bs, multi-ownership properties such as LLCs, Partnerships, and timeshare and any additional multi-ownerships not stated 10-6A-7 – Ordinance 2020-02

Mayor Weston opened the meeting to a public hearing.

Chase Nebeker, land owner in North Eden asked if the resolution applied to land in the greenbelt area making so they cannot own a bed and breakfast or air b&b and if it applies to his land specifically. Dallas said his property is in Rich County, not in Laketown and this does not apply to his land.

Mayor Weston closed the public hearing.

ACTION: Motion by Councilmember Wight seconded by Councilmember Robinson to adopt Ordinance 2020-02. All in favor. Motion carried unanimously.

WORKSHOP ITEMS

A. CODE AMENDMENT: Procurement Code – Consideration to amend the Town Code by adding procurement policies as required by the State of Utah in new Title 13 – **Ordinance 2020-01**

Mayor Weston will request that the planning and zoning commission research and write the Procurement Code. The clerk will email the procurement code examples to town council members.

B. FORMS, FEES AND BUILDING INSPECTOR: Consideration of current forms, fees and building inspector took place at the beginning of the meeting under planning and zoning updates.

C. CODE AMENDMENT: Consideration to amend the town code adding and the well to which the water is attached and on behalf of the town to the water regulations Connection by Sub-dividers 8-1-2B – **Ordinance 2020-03**

Decision was made to bring this ordinance for public hearing next month.

D. CODE AMENDMENT: Consideration to amend the town code zoning regulations definitions adding to the definition of dwelling, single-family and adding the definition residential 10-2-1 – Ordinance 2020-04

Decision was made to bring this ordinance for public hearing next month.

UPDATES FROM THE CLERK’S OFFICE

A meeting was scheduled for Thursday July 23rd at 6 p.m.to discuss the mitigation plan and emergency planning. Eldon felt like it is a good idea to plan but does not think it requires every member of the council to attend the meeting.

OTHER ITEMS OF BUSINESS

A business license application for That Bug Guy, owner Braxton Nelson was presented by the clerk. He lives in Meadowville and has a business card advertising his business in Laketown, Utah. He sprays for bugs and pests.

ACTION: Motion by Councilmember Wight seconded by Councilmember Ogilvie to approve the business license for That Bug Guy. Motion carried unanimously.

APPROVAL OF BILLS

The clerk asked if the amounts in the invoices from Dan Stringham are within what we planned in our budget or if we need to amend the budget. Specifically, the charges to install the scada system in the old tank. Delora said she would not know. The UDOT new meter charges of \$790 will be passed along to UDOT who agreed to pay for all of the costs associated with their new meter.

ACTION. Motion by Councilmember Robinson seconded by Councilmember Wight to approve paying the bills as presented. Motion carried unanimously.

11:19 p.m. Motion by Councilmember Wight seconded by Councilmember Ogilvie. All in favor. Motion carried unanimously. Meeting adjourned.