

Town of Leeds

Agenda Town of Leeds Town Council Wednesday, April 8, 2020

PUBLIC NOTICE is hereby given that the Town of Leeds Town Council will hold a **PUBLIC MEETING** on Wednesday, April 8, 2020 at 7:00pm. The Town Council will hold an electronic Public Meeting.

To Join Zoom Meeting

<https://us02web.zoom.us/j/847109500>

Meeting ID: 847 109 500

One tap mobile

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Meeting ID: 847 109 500

Find your local number: <https://us02web.zoom.us/j/847109500>

Regular Meeting 7:00pm.

1. Call to Order/Declaration of Electronic Meeting/Roll Call
2. Pledge of Allegiance
3. Declaration of Abstentions or Conflicts
4. Consent Agenda
 - a. Tonight's Agenda
 - b. Meeting Minutes of March 11, 2020
5. Citizen Comments: No action may be taken on a matter raised under this agenda item. (Three minutes per person).
6. Announcements:
 - a. Covid-19 Update
 - b. Easter Egg Hunt Cancelled
7. Public Hearing: None
8. Action Items:
 - a. Discussion and possible action on approving Lorrie Hunsaker as Town Treasurer
9. Discussion Items:
 - a. Board of Adjustment
 - b. 2020-2021 Budget
 - c. Land Acquisition Plans

10. Citizen Comments: No action may be taken on a matter raised under this agenda item. (Three minutes per person).
11. Staff Reports
12. Closed Meeting- A Closed Meeting may be held for any item identified under Utah Code section 52-4-205.
13. Roll Call at Close of Electronic Meeting
14. 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 Clerk/Recorder does hereby certify that the above notice was posted April 7, 2020 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.leadstown.org.**



Peggy Rosebush, Clerk/Recorder

Town of Leeds

Town Council Meeting for Wednesday, April 8, 2020

1. Call to Order:

Mayor Peterson called to order the electronic regular meeting of the Leeds Town Council at 7:04 PM on Wednesday, April 8, 2020.

Mayor Peterson said we are holding an electronic meeting subject to the directive issued by the Governor that it is permissible to waive the requirement to have an anchor location and having a quorum present at that anchor location. The Town does have an ordinance permitting an electronic meeting, it does generally require 2 things to happen – an anchor location with the quorum present there. I will ask for a roll call at this point and I will just call off the names – Stephen Wilson, Lorrie Hunsaker, Danielle Stirling and Alan Roberts.

ROLL CALL:

	<u>Present</u>	<u>Absent</u>
MAYOR: WAYNE PETERSON	x	_____
COUNCILMEMBER: ALAN ROBERTS	_____	x
COUNCILMEMBER: DANIELLE STIRLING	x	_____
COUNCILMEMBER: LORRIE HUNSAKER	x	_____
COUNCILMEMBER: STEVEN WILSON	x	_____

2. Pledge of Allegiance: Mayor Peterson

3. Declaration of Abstentions or Conflicts: None

4. Approval of Agenda:

Councilmember Wilson moved to approve tonight's agenda and meeting minutes of March 11, 2020. 2nd by Councilmember Hunsaker. Motion passed in a Roll Call Vote.

ROLL CALL VOTE:

	<u>Yea</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
MAYOR: WAYNE PETERSON	x	_____	_____	_____
COUNCILMEMBER: ALAN ROBERTS	_____	_____	_____	x
COUNCILMEMBER: DANIELLE STIRLING	_____	_____	x	_____
COUNCILMEMBER: LORRIE HUNSAKER	x	_____	_____	_____
COUNCILMEMBER: STEPHEN WILSON	x	_____	_____	_____

5. Citizen Comments: None

6. Announcements:

Mayor Peterson said earlier today the Governor actually changed some of the directives into orders, in particular the one with respect to State parks within the State of Utah. They are now instructed to check for proof of residency before they are granted admission to any of our State parks. You must be a resident of the county in which that State park is located. They have also announced that they will be doing a self-reporting survey for all adults over the age of 18 arriving into the State of Utah. If it is at an airport, they will be greeted at the point of disembarkation from the airplane and they will be asked to provide certification that they do not have any symptoms. They will also be provided with some information that will allow for tracking as their visit to Utah continues. The same thing will be done at a variety of entry points into the State of Utah by roadway as well. They have taken those steps to try to tighten up a little bit. For the second day in a row, the State of Utah did not have any deaths from the coronavirus so that is very good news. And they are continuing to see an increase in the number of cases, but it is not at an increase in rate, so that is very positive. I was on a call yesterday with Southwest Utah Public Health. It included Dr. Blodgett, as well as other Mayors and County Commissioners. They are able to increase testing and are still satisfied with the amount of testing that is taking place. They are monitoring a variety of models. The one that seems to be most in favor at the present time in their perspective is a model that has been developed by the Melinda & Bill Gates Foundation. It indicates a peak in the State of Utah on April 25th. It also indicates that throughout there would be sufficient ICU beds and ventilators available for any who might need them given the projected number of cases that would occur. Currently, there is 1 new procedure that has been utilized here in the State of Utah and that is as a result of a couple of facilities – one in Salt Lake County and the other one in Utah County, where a symptomatic member of the staff inadvertently infected a variety of residents in an assisted living facility. They have now made it that the PPE (Personal Protective Equipment) needs to be worn by staff in those kinds of facilities anytime they are interacting with the residents. All of those facilities are in lock down now with access only to personnel or medical people visiting from the outside. In terms of our county and our area, there are a total of 42 cases at this point in time in the 5-county area serviced by Southwest Utah Public Health. We do have the most cases among those with it being over 2 dozen cases at this point in Washington County. There have been no deaths in Washington County. The only death in the 5 counties was in Iron County and it was a patient who had significant pre-existing conditions that put them in a high-risk category.

Mayor Peterson said there was a phone call today with the White House office that provided a broad spectrum of information on all of the different government programs that are in place. The one thing that they indicated, if you have direct deposit on file with the IRS, which they have over 60 million checking accounts, with that status those deposits are expected to be made on or about April 15th. As people are probably aware, there are very expanded situations for unemployment, and it does in some cases apply to self-employed people. If you are interested in some of the websites that you can go to for information, please let me know.

Mayor Peterson said the other thing to announce at this point is that the Easter Egg Hunt has been cancelled. We will have to look forward to it returning in 2021.

The Town playground has been taped off. That was recommended through the Governor's directive. Our park remains open. People are encouraged to make sure that they maintain social distancing and that they avoid congregating. Only on 1 day, I observed the delivery of lunches by the school bus to the Town Park and I was very pleased that people seemed to be keeping the proper distance and handling that appropriately.

Mayor Peterson said as people are probably aware, a couple days back, Zion National Park closed. Bryce Canyon has also been closed. I also heard from Councilmember Stirling earlier today about some concerns circulating about the trails by the museum. I spoke with the President of the Board of the museum and he promptly arranged for their website to take down the information indicating that the trails are open during this time so that others would not be attracted to them. I do not know if it is something that we can enforce easily, but we are going to take every step to make sure that people are not thinking they are encouraged to come from outside of Leeds. But people are encouraged within Leeds to get out and get exercise. Just keep social distancing and avoid congregating.

Mayor Peterson said there was also an announcement that had some of the things related to cancellations of events before the museum closed and it had some of the details from the Governor's office directives.

Mayor Peterson said there has not been an update on Stay Safe, Stay Home, but it is scheduled to expire at 11:59 PM on Monday evening, April 13th. I do expect to hear something new about that and we will be sure to get the word out to folks through the Post Office with regard to the status of any change to that.

7. Public Hearing: None

8. Action Items:

a. Discussion and possible action on approving Lorrie Hunsaker as Town Treasurer

Mayor Peterson said I am putting forward the name Lorrie Hunsaker at this point. It is a position that in the past has been held by Town Councilmembers. At times, we have had a CPA who was able to take on the role and was working for the Town as a part-time employee. But at this point, I would like to put forward the name of Lorrie Hunsaker so that we can add her to the checking accounts and savings accounts as another signatory. Is there a motion to approve Lorrie as the Town Treasurer?

Councilmember Stirling moved to approve Lorrie Hunsaker as the Town Treasurer. 2nd by Councilmember Wilson. Motion passed in a Roll Call Vote.

ROLL CALL VOTE:

	Yea	Nay	Abstain	Absent
MAYOR: WAYNE PETERSON	x			
COUNCILMEMBER: ALAN ROBERTS				x
COUNCILMEMBER: DANIELLE STIRLING	x			
COUNCILMEMBER: LORRIE HUNSAKER	x			
COUNCILMEMBER: STEPHEN WILSON	x			

9. Discussion Items

a. Board of Adjustment

Mayor Peterson said this may or may not be something that people are completely familiar with. In the beginning of our Land Use Ordinance, we describe the Planning Commission and its composition, and in the following chapter we describe the Board of Adjustment. The Board of Adjustment is used when there is a need to have an appeal on any decision that is reached by the Town Council in terms of the action it

has taken. It is also needed if anybody were to apply for a variance, which in the State of Utah has very specific requirements that all must be met in order for a variance to be granted. The way it currently reads, we are required to have 5 members of the community appointed to that Board of Adjustment. Something that many other communities have taken to doing is, you can as an alternative if your ordinance reads this way, ours does not currently, but you can hire someone to do that on a case by case basis. I just wanted to bring it up tonight to Town Council because I think that could prove to be a more effective way for us to do that. The idea of a Board of Appeal is that it is a last step prior to somebody taking potential legal action and as a result it could have the benefit of being able to utilize somebody who has specific land use experience and expertise that you could then get a ruling from them that you might be more comfortable with than whatever the 5 potential lay people that we have from the Town were to decide. As a Council, we could decide who could fill that role for us. I know from previous training sessions there are members from the Utah League of Cities and Towns who are 100% focused on land use and would be available for that type of a role. I introduce that now so before we get to a point of having a variance or an appeal in front of us, but with that possibility being out there, I would like to find out if people thought it would be worth looking into it further. The Planning Commission could hold a Public Hearing on it and then modify or amend our Land Use Ordinance chapter on Board of Adjustment to make it that position could be filled by a paid individual from the outside on a case by case basis, as needed, as opposed to the current structure of 5 residents being on the Board of Adjustment. What are the thoughts from Council? Can you figure out an orderly way to do it?

Councilmember Hunsaker said I think the Utah League is more than qualified for us to go to on Land Use issues. In my opinion, that would be the way to go on a case by case basis instead of having 5 Townspeople do it. We would still need to find the 5 people. I think going to Utah League is the way to go.

Mayor Peterson said are there other thoughts from Council?

Councilmember Stirling said I agree with Councilmember Hunsaker.

Councilmember Wilson said I think so, too.

Mayor Peterson said, with that input from Council, I will speak to the Chair of the Planning Commission and look to get that onto the agenda for their May meeting and to have them get a public notice out so they can get public input and then move forward on their recommendation to Town Council for an amendment on that portion of the Land Use Ordinance.

b. 2020-2021 Budget

Mayor Peterson said the timetable for this used to be that it had to be in place by June 22nd of each year. This would give us only 2 meetings in June if we happened to have the first of the month fall on a Wednesday. They modified this a couple of years ago, and as a result, we now have until June 30th. We have 2 meetings in June that could be utilized for purposes of a budget approval. What is the usual timetable we have followed is that the first meeting in May we look to approve a preliminary budget. That preliminary budget is then shared with everyone and 2 weeks later, the second meeting in May, we would have a Public Hearing on it and then we would have until the first meeting in June to be able to digest the thoughts shared at the Public Hearing and it would be at that first meeting in June that we would look to finalize the budget at that point and then provide it to the State as required. It would leave us with the last meeting in June in case we needed it because of a delay. Regrettably, I think this year, although we have never had a lot of leeway in the budget, I suspect the interest income is already noticeable lower on

the statements that we are getting, and we are also expecting the sales tax revenue, with the level of activity that has fallen significantly here in Washington County and the State of Utah, will also be lower. On an annual basis, we usually have been getting close to \$100,000 in revenue for those categories. It would not shock me if it could be as much as a 25% reduction that we see.

Mayor Peterson said I am not looking for specific ideas from Council tonight, but if you have any, please feel free to share them. This is more of a heads up. We will have another meeting in April where we can have it as a discussion item in advance of having the preliminary budget at the first meeting in May. Are there any comments from Council?

c. Land Acquisition Plans

Mayor Peterson said this is something where, Danielle has mentioned it a couple of times in the recent years, but we have had properties adjacent to other properties that the Town owns – i.e., the cemetery or the Town Park – where there have been very brief opportunities in some cases to try to take action on it if it were something that the Council was interested in doing on behalf of the Town. What I would suggest with regard to this, from what I have been able to ascertain in terms of lending, there are loans that are frequently available, but not guaranteed in terms of availability from the CIB. CIB grants are harder to come by, but the loans are generally obtained at a maximum interest rate of about 3.5%. Sometimes they are made available at lower rates as well. What I think we would want to do is to set aside in our capital improvement plan the opportunity to have money that could potentially be used as a down payment in a situation that, if we felt it was appropriate to expand park land or the cemetery. Then be able to promptly try to access the lending market that was available. We would be going through a whole series of Public Hearings and the like with the idea of taking on any kind of debt, if that is what we ended up doing. I think it is worth something, getting one step closer, getting ready to move because most instances in my experience, sellers are not going to be interested in waiting for an entity that is moving at the speed of government. I think we need to get as far ahead of the curve as we can in just being prepared, not with anything specific in mind at this point. Are there any thoughts from Council about this particular topic?

Councilmember Stirling said I agree completely. I think we need to be proactive on this because we lost a couple really opportune properties to be able to expand situations that we could have for parking and such for our Town.

Councilmember Hunsaker said I agree with Councilmember Stirling.

Councilmember Wilson said I agree.

Mayor Peterson said I think it is good timing with regard to an addition to the budget for the annual general fund. We do need to have a capital improvement plan budget so it will work in very nicely with our next couple of months of activities as it relates to getting the budget in place.

10. Citizen Comments:

Kohl Furley with Hurricane Valley Fire District said we are at 834 calls for service. We are currently following the Health Department, IHC and County policies for pandemic protocols. We operate in 3 levels or stages. Right now, we are at Level 1 which is the lightest of precautions. We will step this up as needed and this is determined by the Health Department, County Fire Chiefs and IHC. We are currently observing

every precaution that we can, including closing down the fire stations, not for response, but more for the public.

Mayor Peterson said I would like to mention one thing regarding the first responders. I spoke with the Fire Chief, if people are interested in doing so, the Chief indicated it would always be very appreciated if people wanted to provide something along the lines of meals. Equipment is not something as easily done. It is really a necessity that they have top quality commercial grade equipment. Homemade face masks, things like that, do not really work at all for them. He said there have been some communities in the past who have come forward and supplied some money for meals. If members of the community wish to do so, I would encourage them to contact Town Hall and we will see whether we can put something together to say thank you to those first responders.

11. Staff Reports:

Mayor Peterson said as I have mentioned, there are many meetings going on. I provided the websites with respect to where the most current accurate information is being provided by the CDC, by Southwest Utah Public Health and by the State Coronavirus Task Force. There is also an Intermountain Health Care page that provides a variety of resources and information.

Mayor Peterson said another thing that has taken place, there was a CIB electronic meeting. The decision was made by the CIB relative to our storm water situation that they want to hear from UDOT first and UDOT has indicated that it will next be discussed at an April 15th internal UDOT meeting. They said they have some ideas in addition to storm sewers that they are discussing. I look forward to hearing back from them. It has been put on the list of pending things with CIB and it is also still being actively discussed by UDOT at this point in time.

12. Closed Meeting: None

14. Roll Call to end electronic meeting

Mayor Peterson said because this has been an electronic meeting, it is suggested that at the end of an electronic meeting you do a second roll call at which point individuals indicate that (1) they are still present and (2) they did not miss part of the meeting as a result of any reason. I will once again start with the roll call.

ROLL CALL:

	<u>Present</u>	<u>Absent</u>
MAYOR: WAYNE PETERSON	x	
COUNCILMEMBER: ALAN ROBERTS		x
COUNCILMEMBER: DANIELLE STIRLING	x	
COUNCILMEMBER: LORRIE HUNSAKER	x	
COUNCILMEMBER: STEVEN WILSON	x	

Everyone indicated they had heard the entire meeting. Mayor Peterson said I expect we will be doing this for the next Town Council meeting and quite likely the Planning Commission meeting in early May. Stay safe and keep in touch if there is anything you have questions about.

13. Meeting was adjourned at 7:46 PM.

Approved this 22 day of April 2020



Wayne Peterson, Mayor

ATTEST:



Peggy Rosebush, Clerk/Recorder