

Minutes of Francis Town Council
Meeting Held at Francis Town Recreation Building March 11, 2010

The Francis Town Council convened in regular session on Thursday

March 11, 2010 in the Francis Town Recreation Building. Mayor Lee Snelgrove called the meeting to order at 7:03 P.M.

Present: Mayor Lee Snelgrove

Council: Tal Adair

Lorin Prescott

Gio Melendez

Kristi Major

Town Clerk: Susan Cann

Attorney: Joe Tesch

Planner: Alison Weyher

Engineer: Scott Kettle

Others attending: Eileen Dunn, Keith Cowan, LouAnn Barclay, Jody Snelgrove, Joey Cann, Gene Atkinson, Bryan Betournay, Jack Prescott, Gwyn Purvis, Todd Cusick, Marty White, Julie Keyes, and John Keyes.

Consent Agenda approval of Town Council minutes for meeting held on February 11, 2010.

Council Member Adair made the motion to accept the minutes of

February 11, 2010. Council Member Major seconded the motion.

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Roll call vote:

Council Member Major	Aye
Council Member Adair	Aye
Council Member Prescott	Aye
Mayor Snelgrove	Aye

Voting was unanimous. Councilmember Melendez not present at this time.

Discussion and possible approval of sewer easement agreement with Duane Lambert. Mr. Lambert was not in attendance. Mayor Snelgrove presented the sewer easement agreement and asked if council members had any questions. Question asked regarding any town liability if pipes break. Joe Tesch answered that his impression is that running the sewer line is a governmental function and as governmental function you have immunity but it would take some research. The answer is that the town does not have a liability issue. Scott Kettle clarified that this pipe carries ground water not sewer effluent that Councilmember Adair is questioning town liability issue.

Council Member Adair made the motion to pass sewer easement agreement as Resolution 2010-01. Council Member Prescott seconded the motion.

Roll call vote:

Council Member Adair	Aye
Council Member Major	Aye
Council Member Prescott	Aye
Mayor Snelgrove	Aye

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Voting was unanimous. Council Member Melendez not present at this time.

Discussion: Steve Zabriskie business license/unique conditional use fee for 2010 and request modification of the fee amount for 2011. Marty White from CMC introduced himself and his business associate Todd Cusick. Gravel pit operations are now under the direction of CMC. Mr. Cusick presented information to the Town Council regarding the operating costs and revenues they receive concerning the gravel pit. Information presented regarding the fees the CMC pays to other counties. Discussion regarding the trucks traveling across the roads and the tonnage they are carrying per load. CMC made request to have the fee reduced. Discussion about possible fee they would like to pay. Alison Weyher questioned Mr. Cusick and Mr. White regarding the payment of the current business license fee for the current year and that intention of discussion tonight would involve the possibility of fee adjustment for the 2011-2012 business license. Discussion regarding the necessary steps for a fee adjustment for the next calendar year. Suggestion was made by Joe Tesch that the process starts with the Planning Commission for possible fee adjustment. Check was presented to Mayor Snelgrove for the \$50,000. John Keyes stated that the Town Council was given the information that the sand from the Wasatch Sand and Gravel pit was donated to Wasatch County.

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Discussion and possible approval Council of Governments Resolution. Mayor Snelgrove explained that it was a quarterly meeting and the change in the agreement was to allow only three county council members to vote along with the Mayors. Mayor Snelgrove will provide a brief summary of the COG meetings at the corresponding Francis Town Council meeting.

Council Member Major made the motion to enter into the agreement as amended.

Council Member Adair seconded the motion.

Roll call vote:

Council Member Major	Aye
Council Member Adair	Aye
Mayor Snelgrove	Aye
Council Member Prescott	Aye
Council Member Melendez	Aye

Voting was unanimous.

Discussion: Leasing of sewer and park lands for grazing. Mayor Snelgrove suggested to the council that the lease agreement be for three years with an additional three year option. Discussion regarding the necessity of a bid form, the advertising in the newspaper on March 19 and March 26, and the changes necessary because of the changes in the Duane Lambert sewer easement agreement. Gene Atkinson remarked that the five acre parcel by the town park have restriction on how many animals are allowed for grazing. Discussion regarding bid not necessarily being awarded to the highest bidder but the person

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who will best fulfill the requirements set forth by the town. Joe Tesch suggested that all the specifics are in the lease language and the possibility of bonding for any damages.

Council Member Adair made the motion that Mayor Snelgrove be able to open up the bids for both the sewer grounds and the property near the rodeo grounds and look at those bids and prepare a recommendation for the next council meeting.

Council Member Melendez seconded the motion.

Roll call vote:

Council Member Major	Aye
Council Member Adair	Aye
Mayor Snelgrove	Aye
Council Member Prescott	Aye
Council Member Melendez	Aye

Voting was unanimous.

Bids must be turned in by April 1.

Recommendation and approval of the new Planning Commission members to fill three positions vacated. Mayor Snelgrove proposed John Barclay, Bryan Betournay, and Julie Keyes to fill the three open positions with Brian Purvis as an alternate for the Planning Commission.

Councilmember Major made the motion to approve the slate as presented by the Mayor for the three new planning commission members with one alternate.

Councilmember Adair seconded the motion.

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Roll call vote:

Council Member Melendez	Aye
Council Member Prescott	Aye
Mayor Snelgrove	Aye
Council Member Adair	Aye
Council Member Major	Aye

Voting unanimous.

Information item severance package offered to Lynette Hallam. Joe Tesch gave an overview of the administrative authority and power of the Mayor of the town agreement regarding Ms. Hallam. The council members all voiced agreement with Mayor Snelgrove's decision regarding the severance package.

Public Hearing and Ordinance 2010-02. Mayor Snelgrove requested a motion to open the meeting for public comments regarding the compensation of certain town employees .

Council Member Prescott made the motion to open the meeting for public comment. Council Member Melendez seconded the motion.

Roll Call vote:

Council Member Major	Aye
Council Member Adair	Aye
Mayor Snelgrove	Aye
Council Member Prescott	Aye
Council Member Melendez	Aye

Voting unanimous.

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Mayor Snelgrove asked for public comments. Gene Atkinson said that instead of breaking down to an hourly wage council should review what the total compensation package is including benefits. Gwyn Purvis is concerned that with the budget constraints of other towns and businesses that it may be a negative thing to the town to offer a salary increase and the benefits should be looked at as part of the overall compensation package.

Mayor Snelgrove then closed the public hearing. Mayor advised this item would be discussed later in a work session.

Discussion Lonnie Bates complaint concerning culvert. The letters from Dave Ure and Lonnie Bates are included with these minutes. Mayor Snelgrove asked Scott Kettle to explain the situation to the council regarding the problem with the culvert. Scott Kettle has sent a letter to the River Bluffs development regarding this matter and given them the date by which it must be fixed. If River Bluffs takes no action by April 5 the town will correct the problem and then bill the developer. The water will be in the ditch by April 15, 2010 and action needs to be taken before that date. Jack Prescott questioned if this would be for Dale Thomas's as well as Lonnie Bates property. Scott Kettle affirmed that it would correct the problem for both.

Discussion CIB loan and council members recommendations regarding the new town office building, matching funds needed, possible amounts to ask for, and other options to consider. The consensus of the council members was to send a letter thanking the CIB for the generous offer but at this time Francis Town would not be accepting the loan.

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Monthly financial statement report was given by Susan Cann, Town Clerk. Susan Cann has conducted a self-audit for the previous seven months regarding Pelorus sub category accounts and made corrections necessary in sub categories for clarification in budget record. Report given regarding funds available in the general account and payments that will be made this month.

Department Reports:

Mayoral Report: Mayor Snelgrove presented the council members with Frontier Days assignments: Councilmember Major to be in charge of the parade and arts and crafts. Councilmember Melendez to be in charge of the barbeque, entertainment for barbeque and the breakfast on Monday. Councilmember Adair to be in charge of the cook shack. Councilmember Prescott to be in charge of the baseball tournament, horseshoes games and the kid games. Mayor Snelgrove will be in charge of the horse show, rodeo and horse pulls. Suggestion made to have committees to help with all the activities.

Mayor Snelgrove asked the council members to provide a biography to the office that can be put on the town web site so people could get to know a little about the council and a picture so they could put a face to the name.

Suggestion was made to combine purchases of plates, cups, napkins, etc., and purchases made in bulk to help control the costs for Frontier Days.

Work session date chosen for the council was March 31 at 7:00 p.m. Possible topics compensation package, budget direction and details on assignments for Frontier Days. Councilmember Kristi Major requested that comparison policy be reviewed as one of the topics.

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Sewer Report: Council Member Adair reported the new generator has arrived for the lift station on Foothill and the cost will be covered by a grant. The grinder has arrived for the lift station on Hallam and installation will be soon. Councilmember Adair has spoken with the landowners near the lift station about the possibility of purchasing additional land to meet the requirements for installation of the generator.

Councilmember Adair recognized the accomplishment of Mayor Snelgrove in receiving the Silver Beaver award from the Boy Scouts of America for 30 years of service to the community.

Park Report: Councilmember Major reported there are trees available such as Colorado spruce and possibility of grant application for purchase of trees. Council member Major is currently working on updating the recreation building rental agreement. Councilmember Major is concerned that the fees charged for rental of the recreation building are not meeting the expenses incurred. Councilmember Major is concerned we are not making money renting the recreation building. Joey Cann questioned the need to increase the fee as the town should not be making money on the building rentals. Mr. Cann questioned what costs the town incurs. Discussion about the need to review the costs sustained in operating the building to ensure we aren't losing any money. Councilmember Major discussed the census and the importance of everyone completing the form and mailing it in. Councilmember Major is working with several newspapers about the census. Council members may be contacted for comments regarding the census. Budget concern regarding amount to spend on census.

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Water Report: Councilmember Prescott reported some water meters need to be switched out when time and weather permits. Councilmember Prescott will address the complaint from ReNae Rezac concerning excess water in her meter.

Road Report: Councilmember Melendez reported that he spoke with Luke Thomas concerning the need of a new sander. A discussion regarding the possibility of obtaining a truck for sanding through state surplus properties. Luke Thomas and Councilmember Melendez will be attending road school on April 20. Response to Karl North will be addressed in April.

Approval of bills: Council members reviewed the bills submitted for payment.

Council Member Adair made motion to pay the bills of March 11, 2010. Council Member Major seconded motion.

Roll Call Vote:

Council Member Major	Aye
Council Member Adair	Aye
Mayor Snelgrove	Aye
Council Member Prescott	Aye
Council Member Melendez	Aye

Voting Unanimous.

Adjourn: *Councilmember Melendez made motion to adjourn the meeting. Councilmember Prescott seconded the motion.*

Roll call vote:

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Council Member Melendez	Aye
Council Member Prescott	Aye
Mayor Snelgrove	Aye
Council Member Adair	Aye
Council Member Major	Aye

Voting unanimous.

These minutes were approved at the April 8, 2010 meeting.

Lee Snelgrove, Mayor

Susan Cann, Town Clerk