

MINUTES OF FRANCIS TOWN COUNCIL MEETING
MEETING HELD AT FRANCIS TOWN RECREATION BUILDING APRIL 21, 2009

The Francis Town Council convened in regular session on Tuesday, April 21, 2009 in the Francis Town Recreation Building. Mayor John Bergen called the meeting to order at 7:00 PM.

Present: Mayor John Bergen
Council: Tim Butikofer
John Keyes
Lorin Prescott
Lee Snelgrove
Town Clerk: Lynette Hallam
Attorney: Kraig Powell
Engineer: Scott Kettle
Planner: Alison Weyher
Others attending: Tal Adair, Chris Bowerbank – Tri-Utah, Kit Burton, Randy Butters, Richard Cook, Bruce Riches and Dade Rose

Consent Agenda – Approval of 3/17/09 Town Council minutes

Lee Snelgrove made the motion to approve the consent agent. Loren Prescott seconded the motion. The motion passed unanimously. Voting in favor: Mayor Bergen, Tim Butikofer, Lorin Prescott and Lee Snelgrove.

John Keyes arrived at the meeting at this point.

Request – South Summit High School Rodeo Club request for donation

The representative from the South Summit Rodeo Club did not attend the meeting.

Mayor Bergen informed the Council the South Summit Senior Class had sent a request for a donation for the Senior Class Graduation Party. John Keyes inquired how much the Town had given them before and was advised the Town had not made a donation to them previously. The mayor schooled the Council that according to the State Auditor money for donations has to be set aside one way or another. There is a little leeway right now, but in future it will have to be budgeted quite specifically. The ones who are to receive donations are to be listed and a probable amount. They will not only have to be budgeted but also be on the list. Lee Snelgrove indicated he would rather donate to the Senior Class than the Rodeo Club. Mayor Bergen suggested splitting the donation and giving some to each of them.

Lee Snelgrove made the motion to give \$100 to the Senior Class and \$150 to the Rodeo Club. John Keyes seconded the motion. The motion passed unanimously. Voting in favor: Mayor Bergen, Tim Butikofer, John Keyes, Lorin Prescott and Lee Snelgrove.

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Discussion Item – Tri-Utah Triathlon to be held August 29, 2009

Chris Bowerbank, Tri-Utah related this was their eleventh year at Rock Cliff. The event will be held August 22nd instead of August 29th. Lynette Hallam stated she will contact the new leasor of the property and see if that can be coordinated with him. Mr. Bowerbank indicated last year they put porta-potties at the entrance which seemed to work well. Mr. Bowerbank said they are getting organized earlier this year and want to put fliers for Frontier Days in the packets they send to participants. There will be an article in the South Summit News to help locals be aware of the event. As last year, the organization would like to utilize a local group to help with parking. Twelve people will be needed from 6:00-9:00AM and a half hour to one hour at 3:00 PM. It is preferred they be 14 and older with an adult chaperone. Chris Bowerbank asked if there were any requests of their organization.

Lee Snelgrove asked that it be passed on to participants and supporters it would be appreciated if they work with the residents by being aware the residents still have to live and be able to get in and out of their driveways, etc. Chris Bowerbank indicated he would include that in two documents, the athlete guide and the spectator guide.

Chris Bowerbank expressed his appreciation of being able to work with the Council.

Public Hearing – Discuss with possible approval, opening and increasing the 2008-2009 FY Budget

Mayor Bergen explained this item had been on the agenda last month. There have been no changes to the budget handed out last month. The hearing had been delayed due to noticing requirements, etc.

John Keyes inquired about the licensing fees. Mr. Keyes said it was his understanding that we would only be receiving the fee from one gravel pit this year. The Town Clerk affirmed that was correct and that adjustment will be made.

Lee Snelgrove asked about the income total and if that much was still expected. Lynette Hallam indicated there would more being appropriated from the excess fund.

Tim Butikofer inquired about the \$95,000 increase to Administrative Expenses. The Clerk indicated that was because of the ground purchase.

Mayor Bergen opened the hearing for public comment.

Kit Burton asked if there was a budget for the Town Hall. Mrs. Hallam replied there was not because it would not be started before June.

Kit Burton questioned why the property purchase was listed under the Administrative Fund. Lynette Hallam explained that major purchases were expensed and not capitalized. Because the property was purchased for the Town office, it was accounted for in the Administrative Fund.

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Mr. Burton asked if the Enterprise Funds were impacted at all by the change. The Clerk replied they were not.

Tal Adair inquired if some costs could be cut instead of reducing the excess funds balance. Mr. Adair was informed whatever cost cutting measures can be made are being made. Mrs. Hallam commented on the amount that was still in the excess fund balance as covered in last month's meeting. At the time Francis becomes a city, that fund will have to be reduced significantly. The thinking of the Council was this was a good way to use some of those funds.

Mayor Bergen conveyed that Francis has better circumstances than some other municipalities. Francis Town has been in very good shape because of prudence in handling funds. The expenditures this year have not been extravagant. The land at issue is also being used for the public works building. Francis has committed \$100,000 in addition to what is received in loan and/or grant funds. Mayor Bergen added that Frontier Days is looking at not having the sponsor funding as has been raised as in the recent past. The celebration will still be a good celebration. John Keyes offered the Town is saving on the Public Works shed by doing it at a time when the economy is down. Also each department has cut their spending short so that the shed would be paid for within the budget. The mayor conveyed everyone works very hard to make sure the Town saves money wherever possible and the Council works very hard on their budgets. Lee Snelgrove added another thing that saves money is Luke Thomas and his abilities; the Town has been able to save some expense when some of the work does not need to be hired out.

The mayor closed the public portion of the hearing.

Lee Snelgrove made the motion to accept the changes to the 2008-2009 FY Budget. John Keyes seconded the motion. The motion passed unanimously. Voting in favor: Mayor Bergen, Tim Butikofer, John Keyes, Lorin Prescott and Lee Snelgrove.

Final Annexation Plat and Lot Line Adjustment Amendment – Dixie Averett on property at approximately 3082 South 1000 East

Alison Weyher reported in August, 2008 the Council approved the lot line adjustment for the Dixie Averett annexation. There were concerns from the Council and Staff that Parcel 2 and Parcel 4 did not have access to South Willow (1000 East). At that time the Council agreed to require a plat note that said that Parcel 2 is not a buildable lot without additional right-of-way. At that meeting, Dixie Averett agreed to combine Parcel 4 with Parcel FT-76B, the parcel in front so that it will be one large parcel. Since that time, Mrs. Averett has since determined it would make more sense to keep Parcel B as a separate parcel. Instead of combining those two lots, there will be a plat note that reads, "Parcel #2 and Parcel #4 are not buildable lots until they have adequate access pursuant to Francis Town standards in effect at the time the application is made for a building permit.

Lee Snelgrove asked if the property can be bought. Alison Weyher stated they could sell but the same restrictions would apply. Kraig Powell stated the restrictions will be recorded on the plat.

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Lee Snelgrove made the motion to accept the final annexation plat and lot line adjustment. Tim Butikofer seconded the motion. The motion passed unanimously. Voting in favor: Mayor Bergen, Tim Butikofer, John Keyes, Lorin Prescott and Lee Snelgrove.

Dixie Averett thanked the Council.

Bid Opening - Open and award bid for Sewer Pasture Ground and Park Pasture Ground

Prior to the opening of the sewer pasture bids, Lee Snelgrove asked if the winning bid could be given the option to keep the lease for more than one year. Attorney Powell opined inasmuch as it was not advertised that way; it would take some doing to make it work. It was decided that the bid would just be for the one year as advertised.

Mayor Bergen opened the bids for the sewer pasture, which were as follows:

Bill Leavitt	\$1,520.00
Tyler Page	\$1,200.00
Bill Crystal	\$3,660.00
K.C. Simpson	\$1,108.80 per month for a total of \$5,544.00

Following Council discussion the following motion was made.

Tim Butikofer made the motion to award the pasture to Bill Crystal. Lee Snelgrove seconded the motion. The motion passed unanimously. Voting in favor: Mayor Bergen, Tim Butikofer, John Keyes, Lorin Prescott and Lee Snelgrove.

Mayor Bergen opened the bids for the park pasture, which were as follows:

Cory Fitzgerald	\$200.00
Bill Crystal	\$420.00
K. C. Simpson	\$400.00

John Keyes mentioned he has ridden his horse in the pasture; and there needs to be some fencing done on the south end, possibly a steel post between the wooden posts. It was decided the Town would make the repairs; and the lessee must maintain it in the same condition.

John Keyes made the motion to award the park pasture to Bill Crystal. Lee Snelgrove seconded the motion. The motion passed unanimously. Voting in favor: Mayor Bergen, Tim Butikofer, John Keyes,, Lorin Prescott and Lee Snelgrove.

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Department Reports

Mayor Bergen asked the Council if they wanted to have a parade entry in the Oakley and Kamas parades. Tim Butikofer replied he was otherwise tied up with helping his wife with her entry. Lee Snelgrove wondered if kids should be included on the float. The mayor indicated that was his thought when he tried to include grandkids of Council members. It was decided Francis should have a float in both parades. Lee Snelgrove will be in charge of the float for the Oakley parade. John Keyes will be in charge of the float for the Kamas parade.

The mayor reported the Planning Commission has asked, in a letter, for a combined work session with the Town Council. Alison Weyher explained since last October the Planning Commission has been working on the future zoning map. The map includes the boundaries of land which could be annexed in the future. There have been three public hearings before the Planning Commission. The Planning Commission has created a map they are comfortable with; they would like to explain how it came to this point. Mayor Bergen asked staff to come up with a date for the combined session

John Keyes asked if the upgrade of the guardrail on Hilltop will be started right away. Scott Kettle indicated they were planning to start Thursday, May 22nd. It should take about two days. Notices have been made, including posting on the web site, posting in three public locations and delivering notices to the homes on Hilltop which will be affected.

Lee Snelgrove conveyed he would like to get a determination from the Council concerning the purchase of a computer to radio read meters. The attorney has determined impact fees can be used for such a purchase because it is an upgrade to the system because of growth. The touch read meters can be turned over fairly easily. It will take about \$110,000 to do the complete changeover. The Town has been approached by Woodland Mutual Water Company to contract to read their meters; they would have to put in their own meters. This would give the Town some income. The Town will also try to contract with Woodland Hills.

Tim Butikofer asked why Francis needs to make the change. Lee Snelgrove responded the parts for the touch read meters are not as readily available; and the touch reads will eventually become obsolete. When actually reading the meters potential problems are more easily spotted; public works will have to be more aware. The radio read system will read as the reader drives up the road.

Scott Kettle opined with the growth we have approved, this is a wise move. If the radio read program is in place before actual development, the builder will have to stand the cost. When all the subdivisions are in, it could take a full week to read the meters under the present system. In the future the Town will not have to pay to upgrade the meters in the subdivisions if this is completed first.

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John Keyes asked if the Code will have to be updated as well as the Fee and Rate Resolution. Scott Kettle said there would have to be an update to the Fee and Rate Resolution. Mr. Keyes said he could see a big advantage as long as the new development will have to upgrade to this level. The radio read meter will have to be specified. Alison Weyher offered it is in the existing development agreements that the development has be built to current Town standards.

Lee Snelgrove recommended getting the computer first and then budgeting for the meters. The Council agreed unanimously to go ahead with the update.

Lee Snelgrove advised the Department of Natural Resources has approved some money for youth laborers. This may be something to look into for the Town's seasonal employee. (Upon checking, the Clerk determined the deadline for application for funds had passed.)

Lynette Hallam asked for a determination on what was going to be done about the seasonal employee. John Keyes opined the Town has to have a seasonal employee. The Council agreed last summer's employee, Lance Jensen, would be offered the position inasmuch as he has expressed an interest in coming back.

Lee Snelgrove reported that at the last Woodland Hills meeting only about 2/3 of the issues were discussed before the Board adjourned because of the late hour. Another meeting is set up for May 11th. Mayor Bergen stated he was not in favor of the 2/3 vote provision.

Alison Weyher reported she attended a meeting on emergency disaster preparedness. Mountainlands has a computer model of possible disasters. Kevin Callahan at Summit County is researching significant disasters that have happened in the County. The model can predict the likelihood of such a disaster happening again. Mayor Bergen stated funds will be available to implement an emergency plan, but a Town representative needs to be at the meetings or the Town is not eligible for the funds.

Scott Kettle reported there was a Utah Department of Transportation/Utah Local Government Trust meeting today where they went over some of the projects the stimulus money they are getting is being used for. There is going to be a center rumble strip from Milepost 7.7 to Milepost 11 on SR32. There might be an opportunity for some money in the future to do a main street project or something similar. Mayor Bergen said he brought up the projection of 560 houses in Victory Ranch and the lines on the merging lanes can't be seen and need to be fixed; UDOT agreed to do that.

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John Keyes stated he was planning on paving the road going to the rodeo grounds as far as the road in to the salt shed as well as the road going from there to the shed. If the Council is in agreement, at least a 10 foot strip along the front of the building the width of the concrete of the foundation will be paved. The Council was agreeable to this plan of action. Mr. Keyes asked Lorin Prescott if he wanted to pave further up the road toward the rodeo arena. Mayor Bergen declared the amount of money would dictate how much can be done and recommended Mr. Keyes get the prices and then look at the budget.

Approve payment of bills and Adjourn

John Keyes made a motion to approve payment of the bills and adjourn. Tim Butikofer seconded the motion. The motion passed unanimously.

The Francis Town Council meeting adjourned at 8:15 PM.

These minutes were approved at the May 19, 2009 Council meeting.

John Bergen, Mayor

Lynette Hallam, Town Clerk