

**Francis City Council Meeting  
Thursday, December 12, 2013  
Francis City Community Center**

**Attending:** Mayor R. Lee Snelgrove, Councilmember's Baldwin, Crittenden, Forman, Melendez, City Planner Rae Prescott, City Attorney Kraig Powell, City Engineer Scott Kettle, City Recorder Suzanne Gillett

**Others Attending:** Collins Prescott, Steve Wagner, Ben Probst (Gilbert & Stewart CPA's)

**1. Welcome & Introductions**---Mayor Snelgrove welcomed the Scouts that attended, along with everyone else.

**2. Public Hearing—Collins Prescott, Conditional Use Permit for Cabinet Shop**—The Mayor turned the time over to Planner Prescott to explain what this was about. Planner Prescott stated that Collins Prescott wanted to open up his father's old cabinet shop. She explained that Collins, herself and Eric Averett went over and went through the building to see what would need to be done.

The Planning Commission decided on the following conditions: Phase one no waste piles, if additional parking that will need to be taken care of. Collins will need to comply with all sign ordinances and he will need to install exhaust systems and get the sheet rockwork done.

In phase two Collins will need to connect to the sewer, the water and put on some outside siding. No employees will be allowed until all requirements are met by October 2014. Planner Prescott read the Staff Report. (Please see attachment)

The Mayor explained the reason why they are doing this project under a conditional use permit. They are trying to work with Collins on this project. The Mayor asked Collins if he had the building permit, he said he did not have anything yet. Collins is trying to open the shop and maintain on the side while he is still working a full time job.

The Mayor asked the Council if they had any concerns or questions for Collins. Councilmember Melendez wanted to know if noise has been considered and is there going to be hours of operation. Councilmember Forman wanted to know if he was planning to run it full time or what his plans were.

Collins explained what he was actually wanting to do. He is willing to meet all of the conditions that the Planning Commission has set. Councilmember Forman wanted to know if he is being required to do the same things as Dusty Hatch was.

Councilmember Baldwin informed everyone that the sawdust and waste is going to be an issue. However, the sawdust can be bagged. He does not like to see government make him have to jump through so many hoops. Councilmember Forman wanted to know if there was any backing on the building codes. Councilmember Crittenden wanted to make sure there was water somewhere close by if he did not have it in the building. Council discussed their feelings on the conditions. Attorney Powell said the big distinction is the employees.

Councilmember Forman wanted to know if these cost restrictions caused him concern. Collins explained to the Council how he felt about things. He wants to make things look nice and

appealing. Councilmember Melendez asked Engineer Kettle where the closest water and sewer connections were. Engineer Kettle explained where they were.

The Mayor opened the meeting to the public. There was no public comment. The Mayor closed the public comment time.

*Councilmember Forman made a motion to approve the conditional use permit for Collins Prescott, with the recommendations on the staff report with the removal of the waste condition. Councilmember Baldwin seconded the motion. Mayor Snelgrove, Councilmembers Baldwin, Crittenden, Forman and Melendez all voted in favor, motion passed.*

### **3. Discussion and Potential Action on Some Items**

**A. 2012-2013---**The Mayor stated that the auditor was present to review the audit. Ben Probst from Gilbert and Stewart thanked Suzanne and Susan for all the help that they gave him with the Audit. He stated that he worked with Kyle from Pelorus on the reports. He stated that there were no findings noted this year. He reviewed the past findings.

Ben reviewed the Audit report with everyone present; he went through specific pages in detail. There was some discussion on the sewer and water rates pg. 8 of the financial report. The City also had to implement a couple of the new GASB codes.

The Mayor asked Ben what he thought the City could do better. Ben explained some of the things that could be done. Council reviewed the options and thanked Ben for all his work.

*Councilmember Baldwin made a motion to approve the June 2012-2013 year end Audit. Councilmember Crittenden seconded the motion. Mayor Snelgrove, Councilmember's Baldwin, Crittenden, Forman and Melendez all voted in favor, motion passed.*

**B. Continuation of the Gravel Pit Ordinance and Fee and Rate Ordinance--**Mayor Snelgrove stated that the City needs to move on this Ordinance. They either need to change it or not. The only difference is in the change of the categories. (See attachments)

Attorney Powell reviewed all of the changes that were made. The applicable fee shall be established in the conditional use permit. Attorney Powell reviewed the fees portion of everything in the Ordinance if it is accepted.

Councilmember Forman wanted to know what the zoning was. He was told light industrial. But, this was not one of the permitted uses, that is why the changes in the Ordinance. He doesn't understand why they concern themselves with something like this, especially stock piles. Why is it a problem? The Mayor said the restriction is already there. He wants a business license to sell it. Councilmember Melendez feels that is not the issue. The issue is that now he wants to sell the stockpile. He can store material right now, except earth products. Attorney Powell said that somebody who wanted to be in this category would just need to pay a higher fee.

Attorney Powell said that Francis City has a very extensive Ordinance in regards to this, they are just making minor recommendations. There was a brief discussion. The main difference is the amounts are broken down and stockpile only to try to give a little more leniency. This is allowing for the in between. Councilmember Melendez reviewed what he thought had gone on and why they were doing this. The old business is done and over with and reclaimed, this is a new business. Attorney Powell said to just be fully open, the Council could go into the Gravel Pit Ordinance and make changes to that if they wanted and say stock piles are not a gravel pit.

Engineer Kettle said it was a gravel pit and they reclaimed the site and it should have all been gone. So, what if the other gravel pit decides to do the same thing. The problem is that it was a mined pit.

There were some changes to the Ordinance discussed. Council reviewed in detail the exact changes that they wanted made.

**C. Ordinance Action on Gravel Pit Ordinance and Fee and Rate Ordinance**—See above discussion.

*Councilmember Crittenden made a motion to pass Ordinance 2013-08 with the corrected changes. Councilmember Forman seconded the motion. Mayor Snelgrove, Councilmembers Baldwin, Crittenden, Forman and Melendez all voted in favor, motion passed.*

*Councilmember Melendez made a motion to move to accept the Ordinance 2013-09 Ordinance amending fee schedules and policies for construction, building, water, sewer, business, beer and liquor license and other fees. Councilmember Crittenden seconded the motion. Mayor Snelgrove, Councilmember, Baldwin, Crittenden, Forman and Melendez all voted in favor, motion passed.*

**D. Update on Sewer Report**—Engineer Kettle gave a quick update on the sewer project. The state jumped on the testing and we are just waiting for the test results to come back. Bill Damari is hoping to get all of the information back to the City by the end of the year. There have been no red flags on anything. Councilmember Melendez wanted to know if they still needed to use a clay liner. Yes, until the testing comes back. The biggest issue is how the ground water testing is going to come back. It has mainly been positive feedback. Councilmember Baldwin wanted to know how this would affect the City with the County running a road through the City property. He was told it wouldn't affect the City much.

**E. Building Discussion, City Rock, Points of Concern, Sale and Removal of Old Trailer**—The Mayor reviewed the bids on the blinds, he reviewed where the rock had been put and having a rock etched with the City name and logo on it. The Mayor also had someone ask him what they were doing with the trailer, so he felt that they should put an ad out.

Scott received some bids on the parking lot, prep, roto mill and rolling and it was \$14, 450, then in the spring another \$9000 for asphalt. They bid 3600 sq. ft. They would excavate down nine inches, then six inches of roto mill.

The Handicap railing, Councilmember Baldwin is working with someone to get a bid on it, but it would be after the holidays.

Council reviewed in great length the bill that Rusty Webster had presented the City. Council agreed to pay \$19,250 of the bill because there were still a couple of things not done.

*Councilmember Baldwin made a motion to pay the parking lot bill from Capital Project, the front door, Rusty Webster \$19,250 and award the blinds to the Lundgreen's. Councilmember Melendez seconded the motion. Mayor Snelgrove, Councilmember's Baldwin, Crittenden, Forman and Melendez all in favor, motion passed.*

**F. Parking Lot**—This discussion took place with item E on the agenda. See above motion.

**G. Minutes**—Approval of Minutes from November 14<sup>th</sup>, 2013 and November 20<sup>th</sup>, 2013

*Councilmember Forman made a motion to approve the minutes of November 14<sup>th</sup>, 2013 with the corrections made. Councilmember Melendez seconded the motion. Mayor Snelgrove, Councilmember's, Baldwin, Crittenden, Forman and Melendez all voted in favor, motion passed.*

**5. Council Business**

**A. Council Reports-**Amir Caus, the Summit County Planner wants to come talk about Ragnar again February in an open meeting with Attorney Powell. During the same meeting Council will sign a Conflict Statement. And, a Mountainlands Planner will be coming.

The Mayor reviewed the Assessment from Woodland Hills, he informed Council that things were not stated correctly. The Mayor wants to know what bills Woodland Hills has. There needs to be a better option. How do we need to move forward? Attorney Powell said there is really no reason for the Company to exist.

**B. Mayor Administrative--**Mayor Snelgrove presented Councilmember Melendez a plaque for all his year of service. Councilmember Melendez informed the Council that he wanted to stay on the mailing list for items on the sewer, and he would like to continue to work on that.

*Councilmember Forman made a motion to go into executive session. Councilmember Crittenden seconded the motion. Mayor Snelgrove, Councilmember's Baldwin, Crittenden, Forman and Melendez all voted in favor, motion passed.*

*Councilmember Forman made a motion to go back into regular session. Councilmember Crittenden seconded the motion. Mayor Snelgrove, Councilmembers, Baldwin, Crittenden, Forman and Melendez all voted in favor, motion passed.*

Meeting adjourned.

Minutes accepted as to form this \_\_\_\_\_ day of January 2014.

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Mayor R. Lee Snelgrove

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City Recorder Suzanne Gillett