**Francis City Council Meeting**

**Thursday, September 10, 2015, 2015 7:00 pm**

**Francis City Community Center**

**2319 South Spring Hollow Rd.**

**Francis, Utah 84036**

**Attending:** Mayor R. Lee Snelgrove, Councilmembers Matt Crittenden, Byron Ames, Jeremie Forman, Shana Fryer, City Recorder Suzanne Gillett, City Attorney Kraig Powell, City Engineer Scott Kettle, and City Planner Marcy Burrell

**Others Attending:** Trent Martinez, William Crystal, Lorrie Allen, Linda Muir

**1. Welcome, Introductions, & Pledge of Allegiance—**The Mayor welcomed all of those in attendance. He then asked Councilmember Crittenden to lead in the Pledge of Allegiance.

**2. Public Comment—**The Mayor opened the meeting to the public. There was no public comment, so he closed this item.

3. **Public Hearings—**Spader Annexation---The Mayor informed everyone that the City Recorder received no protests. He then turned the time over to Planner Burrell. Planner Burrell explained everything that had gone on with this project from the very beginning. She stated that the Spader’s have asked Trent Martinez to represent them.

Engineer Kettle stated that only 5 acres needs to be annexed, the rest of the property is already in the city limits.

The Mayor opened the meeting to the public. William Crystal the property owner to the south has no opposition to the subdivision, but he feels that it should be a straight road and not a cul de sac. Plus others are still trying to make a living ranching and farming and he would like to make sure that all of the drainage is taken care of. Those are his concerns, he is for the annexation, but he feels that things need to be thought through more.

The Mayor brought the meeting back to the Council. Councilman Forman informed Bill Crystal that this map is not set in stone and this is just one idea. But, nothing on the subdivision is being approved tonight. Engineer Kettle informed Council that there might not be a way to get a straight road through the Stewart Ranches property.

Councilman Crittenden wanted to know if to the south was still part of the Stewart Ranch. He was told yes. The Mayor informed everyone that the city does have a master plan. He then moved forward with the meeting. At this point he asked Attorney Powell for clarification on what the annexation actually did. This only approves the annexation not the subdivision. He went into great detail to explain how things worked. He presented the Ordinance and the Resolutions that would need to be approved and signed. (Please see attached Agreement, Ordinance and Resolution). There was also a discussion on the Annexation Fees and how the City wanted to handle things. Engineer Kettle explained some of the things that have been done with Annexations in the past and what has been charged. He brought up that one of the issues with this annexation will be the traffic issues. This is a special extra fee on top of the impact fees of the city. There was a lengthy discussion back and forth on the annexation.

Council decided that the fee on this annexation should be $1,000 per lot.

4**. Discussion, Update, and Approval on Potential Actions Items**

**A. Ordinance No. 2015-06 Annexation Ordinance—**The Mayor read the Ordinance to all in attendance. Councilman Forman wanted to know if you do the fee, there is 4 lots with the addition of one. He just asked for clarification.

***Councilman Ames moved to pass Ordinance 2015-06, the Spader Subdivision Annexation. Councilman Forman seconded the motion. Roll Call vote. The Mayor and Councilmember Ames, Crittenden, Forman and Fryer all voted Aye, motion passed.***

**B. Resolution No. 2015-10 Adopting Annexation**—The Mayor read the Resolution. ***Councilmember Forman made the motion to accept the Resolution with the changes made during the meeting. Councilmember Ames seconded the motion. Roll Call vote. The Mayor and Councilmember Ames, Crittenden, Forman and Fryer all voted Aye, motion passed.***

**C**. **Ordinance No. 2015-05 Business Licensing part of Codification**—Attorney Powell explained what work had been done on this section. He explained what parts will be merged in other areas. He went through the entire Ordinance with the Council and explained all of the changes.

The Mayor read the Ordinance. ***Councilmember Forman made the motion to approve Ordinance 2015-05. Councilmember Ames seconded the motion. Roll Call vote. The Mayor and Councilmember Ames, Crittenden, Forman and Fryer all voted Aye, motion passed.***

**D. Ordinance No. 2015-07 Animal Control part of Codification**—Attorney Powel reviewed the proposal to replace the entire title.

The Mayor asked for a motion***. Councilmember Crittenden made a motion to adopt Ordinance No. 2015-07. Councilmember Fryer seconded the motion. Roll Call vote. The Mayor and Councilmember Ames, Crittenden, Forman and Fryer all voted Aye, motion passed.***

**E. Resolution No. 2015-11 Cancellation of 2015 Municipal Election**—City Recorder Gillett explained why the cancellation. The Mayor read Resolution 2015-11 to all present.

***Councilmember Fryer made the motion to adopt Resolution No. 2015-11. The Mayor seconded the motion. Roll call vote. The Mayor and Councilmember Ames, Crittenden, Forman and Fryer all voted Aye, motion passed.***

**F. Update on Energy Telecommunication Tax**—Attorney Powell updated the Council on the different types of fees that are being charged. He reviewed his updates with the Council. (See attached.)

This will start on January 1, 2016 if the city provides a letter in enough time stating the city is imposing the telecommunications tax. Attorney Powell will prepare the Ordinance for the October meeting then it will go into effect on January 1st, 2016.

***Councilmember Crittenden made a motion to give the Mayor permission to write a letter to adopt this in October. Councilmember Ames seconded the motion all voted in favor. Roll call vote. The Mayor and Councilmember Ames, Crittenden, Forman and Fryer all voted Aye, motion passed.***

**G. Discussion on Wild Willow Park/ATV’s on City Streets**—The Mayor explained that this was discussed in the last meeting and that he has asked Luke to get some signs put up.

Councilmember Crittenden doesn’t feel that they need to get after kids riding down the city roads. Councilmember Forman informed everyone that there are state laws that state what they can and can’t do.

**H. Discussion on Wild Willow and Halloween**—It would cost $50 an hour for an officer with a 4 hour minimum. Recorder Gillett stated that it was not in the budget, but that the city could budget for it in the future.

Councilmember Crittenden said that maybe he could get some vertical panels. Engineer Kettle asked about the Homeowners Association paying for it, Councilmember Ames stated that he had not talked with them yet and that he would in the next couple of days.

Council will work together to see what they can come up with.

**I. Sewer Update**—The Mayor suggested that they should get with Engineer Kettle and go and check things out. Engineer Kettle explained everything that was going on with the project. He stated that he had another payment request for $976,267.50 to be approved with the bills.

The Mayor informed the Council that they needed to think about the lease on the sewer property and how they were going to approach that. He also said that the big piles of dirt will be gone. There was also some discussion on dredging pond one. There will be some conditions that they need to put on the lease.

**J. Frontier Days Update**—The Mayor just asked if there was a preliminary and he was told yes, but all bills were not in, so it would not be a good update of what went on.

Planner Burrell said that there were some BBQ tools left and she wanted to know who they should be given to, and she informed Council who she thought they should be given to.

She also stated that she was putting flyers in the library on the history book for orders. She explained that she felt that the Mayors pictures should be hung on the wall. She wanted to know where they wanted them hung. Brief discussion.

**K. Trailer on McNeil’s property**—Planner Burrell sent out a certified letter and she received back the portion of the letter that she is supposed to get back. So, the letter has been received. The Mayor found out that it is still in Jeans name. The family is squabbling over who gets what and that Brad is not involved in it at all.

Council decided to give McNeil’s 10 days to respond and if they don’t they will have to take further action.

**5. Council Business**

**A. Council Reports---There were none**

**B. Planner Reports---None**

**C. Mayor Reports---**The Mayor attended a meeting today with the South Summit School District and they are looking to update some of their facilities and they are looking to talk with the Council to see if they would be willing to work with them. They are just looking for some preliminaries so he would like to know if the Council would be willing to talk with them.

Engineer Kettle stated that they own some property by the church. The Mayor said that he knew that and he wanted to know if the Council would like to meet with the School Board. The Council decided that they would meet with them to discuss what they are thinking.

**D. Financial & Upcoming Events—**Budget reviewed.

**E. Report and Approval of Bills Paid—*Councilmember Fryer made a motion to approve the check register along with $976,267.50. Councilmember Ames seconded the motion, The Mayor and Councilmembers Ames, Crittenden, Forman and Fryer all voted in favor, motion passed.***

**F. Approval of Minutes from August 13, 2015—*Councilmember Ames made the motion to approve the minutes of August 13, 2015. Councilmember Fryer seconded the motion, The Mayor and Councilmember Ames, Crittenden, Forman and Fryer all voted in favor, motion passed.***

Councilmember Crittenden informed the Council that he spoke with Jerry Parker today about Woodland Hills Water. Jerry told Councilmember Crittenden that he would get back with him.

**6. Closed Executive Session (Pending Potential Purchase & Litigation Update)—**No executive session.

***Councilmember Ames made the motion to adjourn. Councilmember Fryer seconded the motion. All voted in favor and meeting was adjourned.***

**7. Meeting Adjourned**

***The content of the minutes is not intended, nor are they submitted, as a verbatim transcription of the meeting. These minutes are a brief overview of what occurred at the meeting.***

Minutes accepted as to form this \_\_\_\_\_\_\_\_day of October, 2015.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Mayor R. Lee Snelgrove City Recorder Suzanne Gillett