

Francis City Council Meeting
Thursday, December 14th, 2017
Francis City Community Center 7:00 p.m.
2319 So. Spring Hollow Rd. Francis, Utah

Attending: Mayor R. Lee Snelgrove, Councilmembers Byron Ames, Matt Crittenden, Jeremie Forman and Shana Fryer. City Engineer Scott Kettle, and City Recorder Suzanne Gillett

Excused: Planner Marcy Burrell

Others Attending: Jody Snelgrove, Bill Crystal, Ben Probst, Brent Tanner, Jayson Critchfield, Kinnon Sandlin, Jane Wilford, Collins Prescott, Jeff McNeil

1. Welcome, Call to Order & Pledge of Allegiance—The Mayor welcomed all of those in attendance and asked councilmember Forman to lead in the pledge of allegiance. The Mayor explained how the meeting would go if there were any public comments.

2. Public Comment---The Mayor asked if there was any public comment, there was no public comment.

3. Public Hearings

A. Adoption of updated General Plan, Resolution 2017-08—The Mayor explained that this has been available in the office. Councilmember Crittenden noticed that zone changes have not been made. Councilmember Ames said there were some grammatical changes that needed to be made as well. The Mayor said he wanted to make sure it said this was a guide not a rule. Councilmember Fryer said that Trent’s name was not on there and he needed to be added.

The Mayor opened the meeting to the public and there was no public comment so he closed the meeting.

Councilmember Ames had a couple of questions on page 11 and they were all answered. The numbers are the most accurate that we have.

Councilmember Forman had questions on the residential cottage zone and wanted to know if that was why it didn’t show up on the map. Also, next to Summit Haven hasn’t been changed to R-1 zone. Council discussed some of the changes that need to be made.

The Mayor asked for a motion.

Councilmember Ames made a motion to approve The General Plan Resolution 2017-08 with the minor revisions and typo’s corrected. Councilmember Fryer seconded the motion. Roll call vote, The Mayor and all Councilmembers voted aye, motion passed.

4. Discussion, Updates and Approval of Potential Action Items

A. 2016-2017 Audit—The Mayor introduced Ben Probst and turned the time over to him to review the Audit with everyone.

Ben introduced himself and explained where his firm was located. He then thanked Suzanne and staff for all of their help with the audit.

There was one state compliance issue that needed to be worked on. We need to post the minutes 3 days after approval on the state website, and we just need to keep up on the dual duties.

Ben explained that on page 1 of the audit is there opinion. He informed Council that the city got the best that they could on the financials.

To highlight a couple of items he went over the expenditures on the sewer plant. The Mayor asked about the single audit and Ben explained why we didn't have to do one this year. He said he could go through everything or they can go through it and get back with him. He then reviewed and stated that we were in compliance with everything. The sewer was the biggest project and we were all in compliance there too.

The Mayor asked where we were with balances in the water and sewer funds. Ben said if you look on page 22 it will show the balance sheet and it will show everything. Page 23 is operating profit and loss report. The sewer fund shows big profit because of the sewer grant. Page 24 is the cash flow statement.

There was a brief discussion on the water fees and then the cash flow on that. Last year we were at a loss so it looks better this year.

Ben will get this submitted to the state and get it ready for certification.

If there are no other questions the Mayor would like to have a motion for the audit as presented.

Councilmember Crittenden made a motion to accept the audit as it was presented. Councilmember Forman seconded the motion. Councilmember Ames had a question about the depreciations and he was told basically the timing. Ben explained that it may not be being depreciated as fast. There was a brief discussion on why the sewer may be lower than the water. Roll call vote, the Mayor and all Councilmembers voted aye, motion passed.

B. Impact Fees---Rosenthal has not followed through with getting the information to the city so the Mayor asked if they could meet Tuesday to do this or do they want to wait until next month. Councilmember Crittenden said he would like to do it this year, all councilmembers agreed the sooner the better. Council decided to meet Wednesday at 7:00 p.m... So we will have a special council meeting.

C. Resolution 2017-09 for changes made on the Annexation Map---The Mayor reviewed the changes made from the last council meeting and explained they needed to do a Resolution. The Mayor asked for a motion.

Councilmember Forman made a motion to pass Resolution 2017-09. Councilmember Fryer seconded the motion. Roll call vote, the Mayor and all Councilmembers voted aye, motion passed.

D. Circle T Ranch Development Agreement---The Mayor explained that they were here tonight and he has heard that there has been some discussion on the street names. The Mayor read the staff report to all in attendance. (See staff report attached).

The Mayor explained that the city attorney has reviewed this and he turned the time over to him. Attorney Christopherson explained what items had been removed and that a fence that had already been installed has been removed.

Councilmember Fryer said that being a mail lady she hoped they would not use the same road names as in Oakley subdivisions because it makes it harder for mail delivery. There was a brief discussion.

Another issue identified yesterday was that the ditch company is not interested in the ditch going down the road. Attorney Christopherson explained how the plats worked and what could be done. His recommendation is that this is nothing to stop us, but there is still a lot of work the developer is going to

have to do like approvals from the ditch companies, Udot and the cabinet shop, there is a couple of things to get done, but nothing to stop them from getting this done tonight.

Councilman Forman asked about the road issue and the cabinet shop and what all that was. The Mayor explained about the ditch and the road issues and what would need to be done.

The Mayor says he personally has no issue with the names of the streets. But, he also explained why there was a name issue. Councilmember Crittenden says the names don't concern him, but for police, fireman etc. he feels there needs to be a number associated with it. Engineer Kettle explained why it would or could be hard to do that.

Councilmember Forman found a typo in the new development agreement under 3.1, Obligation of developer and subsection f. Pg. 14 of 44. Also, he wondered why the ditch company had to sign off, but he understands it now. Under sub heading 4 he wanted to know if this was a requirement from the city or why do we have to do this. The Mayor and Attorney Christopherson explained it to everyone. He then asked about item number 5 and why it was done the way it was and that was explained to him.

Collins had a question on section 3.1 part b on the right of way. He stated that when he talked with some of the members of the city he heard that the road would be deeded to the city if it is a public easement. Attorney Christopherson said you wouldn't want to be a private land owner paying taxes on the city. Attorney Christopherson explained a couple of options that could happen.

Collins wants to know if the city is requiring the road to be deeded to the city. The Mayor explained when and how it would happen.

Collins stated that he is concerned there is residential against commercial and there may be neighbors complaining about the commercial. Will there be berms or anything like that. Attorney Christopherson stated that anybody that buys the property should know that's there. Engineer Kettle asked if they should maybe add that the cabinet shop in there and that there may be noises etc....

Councilmember Forman said that they can complain all that they want, but the cabinet shop was there first.

Kennion asked how long the cabinet shop has been there and Collins explained how long it had been there. The Mayor feels they need to put the same type of farming language on it.

Collins stated that he is concerned with the one way road and he was told it may not remain that way and it could be resolved with the ditch company. Collins is also concerned about the water coming into his shop the way it is currently designed, because he gets it from Rusty's road. He is also concerned about the road with his suppliers turning around. Engineer Kettle said that it is something they can look at. The Mayor said they appreciate is concerns.

The Mayor asked for a motion.

Councilmember Ames made a motion to approve the Circle T Ranch Development Agreement subject to the changes discussed. Councilmember Crittenden seconded it. The Mayor and all Councilmembers voted aye.

The Mayor said that he could sign on Monday and Kennion is concerned about some of the changes, but Attorney Christopherson said they could go ahead and sign as is.

The Mayor asked out of curiosity about when they were going to start construction. He was told when they could get all the t's crossed and I's dotted they would. The Mayor asked if they would give us a heads up so we could put it on the city website to make citizens aware of what is going on.

E. Policies & Procedures---The Mayor explained that we went through and made the changes suggested. Attorney Christopherson explained everything that had been changed.

Councilmember Ames spent some time thinking on the comment difference on should and shall and he appreciated Attorney Christopherson's insight.

On the salaries there were two options presented and there was some discussion on those options. The Mayor stated that there are other public employers who automatically get a raise, but it may not be deserving. The Mayor explained some things that he and Attorney Christopherson had discussed and there was a brief discussion with the council. He would rather see this based on experience and have a max level. Attorney Christopherson explained that with so small of city each employee has more duties than in other cities because they are smaller cities.

Councilmember Forman stated that example "B" is more along his thought process. He explained his thinking on being equally qualified etc... As long as you know where the start is and where the cap is that is what he is looking for.

The Mayor said maybe he and Attorney Christopherson could sit down with Suzanne and look at this. Councilmember Ames said he doesn't feel that they need to hold off on passing the manual tonight.

Councilmember Forman feels that you need to take care of your employees. They need to be fair and equitable.

The Mayor asked for a motion to approve Resolution 2017-06.

Councilmember Fryer made a motion to pass Resolution 2017-06. Councilmember Ames seconded the motion. Roll call vote, the Mayor and all Councilmembers voted aye, motion passed.

F. Resolution 2017-10, Meeting Schedule 2018---The Mayor explained that Suzanne visited with Councilmember Ames on keeping everything on the same Thursday as has been.

The Mayor read Resolution 2017-10.

Councilmember Forman made a motion to pass Resolution 2017-10 and Councilmember Crittenden seconded the motion. Roll call vote, the Mayor and all Councilmembers voted aye, motion passed.

G. Vactron Machine---The Mayor explained that this is a vacuum machine that the county came and told them they were interested in selling and Francis along with Kamas and Oakley bought the machine together.

Councilmember Crittenden explained exactly what the machine was and did.

The Mayor explained how they found out that Oakley was trading it in exchange for repair on another machine they damaged and Francis notified Kamas about it. There was a discussion on how the city found out Oakley was trying to sell it and Mayor Snelgrove then talked with Mayor Woolstenhulme and explained that there were not the sole owners and if it was sold it would have to go out to bid.

Kamas is not interested in it, but Luke is and Trent has run this type of trailer before. He explained his discussions with Luke and how it could have helped the city.

Mayor Woolstenhulme told him it was worth \$8,000. Mayor Snelgrove stated that \$2600 would be the split three ways.

The Mayor said he would approach the two entities and offer them \$2500 each. Luke feels like it would really help the city. He doesn't feel that anyone has really known how to use it.

The Mayor asked their thoughts. Councilman Crittenden said Kamas doesn't want it. Council decided the Mayor would talk with the other Mayors on price and that Francis is interested in purchasing the machine.

5. Council Business

A. Council Reports---Byron presented a clock and Mirror Plaque to the Mayor for all of his years of service to the city.

The Mayor said he appreciated the recognition and he thinks he and the council have done a good job the last 4 years.

B. Engineering Reports---Close with Bill on the property next week.

C. Planner Reports---None

D. Mayor Reports---Coming up in the spring, if they lease the sewer property they should talk with Duane Lambert. They may want to get a lease out to bid. Then they will have an additional 18 acres they will be closing on this week that they may have to lease.

E. Attorney Report---None

F. Report and Approval of Bills Paid---*There was a discussion on all of the bills and questions on some that were answered. Councilmember Crittenden asked if Circle T needs to turn in 95 acre feet of water and Engineer Kettle explained how that would all work and what the city would need.*

Councilman Fryer made a motion to approve the check register plus two extra checks that were done after the register was printed. Councilmember Forman seconded the motion. The Mayor and all Councilmembers voted in favor, motion passed.

G. Approval of Minutes from November 15, 2017---*Councilmember Ames made a motion to approve the minutes of November 15, 2017 and Councilmember Crittenden seconded the motion. The Mayor and all Councilmembers voted in favor, motion passed.*

6. Meeting Adjourned--*Councilmember Forman made a motion to adjourn and Mayor Snelgrove seconded the motion. Everyone voted in favor.*

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 January 2018.

Mayor Byron Ames

City Recorder Suzanne Gillett