

**Francis City Council Meeting**  
**Thursday, April 13th, 2017 7:00 p.m.**  
**Francis City Office**  
2317 So. Spring Hollow Rd.  
Francis, Utah 84036

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

**Excused:** City Recorder Suzanne Gillett

**Others Attending:** Trilby Cox, Janelle Dunn

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

**2. Public Comment**—The Mayor asked those present if there was any public comment, the two present said no they were just here to listen. He thanked them for coming.

**3. Public Hearings**—None

**4. Discussion, Updates and Approval on Potential Action Items A. Resolution 2017-02 Municipal Wastewater Planning Program**—The Mayor asked Engineer Kettle to explain what this was all about. Engineer Kettle stated that this is something we have to do every year with the State. It's to help make the State aware of what funding may be needed.

The Mayor reviewed exactly what the report talked about and what questions were asked. This is the evaluation for last year.

Councilmember Ames asked on page four, the block about the cost of projected capital improvements in thousands says 150,000 is that really one point five million. Engineer Kettle said no that it should really be 150. It is the number that it says, not in thousands. They have changed the report and format. The error will be fixed.

*Councilmember Forman made a motion to approve Resolution 2017-02. Councilmember Ames seconded the motion. The Mayor and all Councilmembers voted Aye, motion passed.*

**B. Budget Review**—The Mayor explained that he and Suzanne had spent some time going through everything. One of the issues that we have every year is the gravel pit license. The Mayor is afraid that one of these years it's going to be gone. What he is trying to do this year is lowering the \$50,000 to \$30,000 to see if we can still budget without this amount. Then trying to lower it each year after that.

Councilmember Ames asked for a little more information on this and the Mayor explained everything that had gone on with the gravel pit.

The Mayor asked the council to review the budget and see what expenses they may have. There was a discussion about money that has been spent on contracting work and renting equipment. The Mayor said

that Luke is in the process of looking into leasing a mini excavator. The Mayor informed council that they have advertised for a second public works employee and there were a couple applications turned in. The City is in the process of hiring someone.

Councilmember Crittenden brought up the pros and cons of leasing vs. purchasing a mini. The Mayor said that the biggest revenue for the City is property tax. Councilmember Forman said that this year may not be the year we decide this, but we need to look into a tractor. The Mayor said that we will get some plans soon to update the Community Center.

Councilmember Ames asked about budgeting for Frontier Days. Councilmember Crittenden asked if Suzanne could put together what vehicle, generator, lift stations maintenance total to give us an idea. He feels that it is a good idea to maintain those things in house and save money, then a brief discussion occurred.

**C. Sewer Update**—Engineer Kettle said that with things drying out, we would be amazed that the pond that is 13 feet deep and has 8 feet of water in it, he thinks that it may be from sump pumps illegally pumping into the sewer. Luckily Francis is ok this year and can store it. Engineer Kettle said that there were no payments needed at this time.

**D. Frontier Days Update**—Councilmember Forman said that Cagney has some sponsorships coming. Councilmember Crittenden said that he thinks he got his sponsor packets to those he was in charge of. Councilmember Ames said he has a firm commitment from one band and is waiting to hear back from two others, and the 5k is moving forward. Councilmember Fryer said that she asked Graham Russel from Air Supply who lives in Woodland to come, he said he might be able to come on Monday to perform.

Councilmember Crittenden said that Sergeant Tindal can't bring the climbing wall to Francis this year, they are doing Swiss Days, but may be willing to do Francis every other year. The next Frontier Days meeting is scheduled for May 1<sup>st</sup> at 7pm.

**E. Cooperative Agreement between the Utah Division of Forestry, Fire and State Lands**—The Mayor explained that the new City Attorney has reviewed the contract and is ok with it.

*Councilmember Ames motioned that we sign the agreement with the Utah Division of Forestry and Councilmember Fryer seconded the motion. The Mayor and Councilmembers Ames, Crittenden, and Fryer voted aye, Councilmember Forman voted nay, motion passed.*

**F. Arbor Day Proclamation**—The Mayor informed council that they needed to set a date for Arbor Day. He read the proclamation and Arbor Day was set for May 20<sup>th</sup>.

*Councilmember Ames motioned to approve the Proclamation appointing May 20<sup>th</sup> as Arbor Day in Francis. Councilmember Fryer seconded the motion. The Mayor and all Councilmembers voted Aye, motion passed.*

## **5. Council Business**

**A. Council Reports**— Councilmember Crittenden asked if the pot holes are being addressed. The Mayor said yes they are.

**B. Planner Reports**— Planner Burrell discussed the Mitchell house and the enforcement letter that was sent. Janelle Dunn said she has a cash buyer. Planner Burrell read through the Boy Scout suggestions for restoration. The County Zoning was discussed as they are looking at having another meeting in June. Adding trails to the General Plan was discussed, and the Council felt it was a good idea.

**C. Mayor Reports**—The Mayor asked if anyone had any objections if we purchase name plates for the Council. He informed council that they are working on getting some money to chip seal some of the roads.

**D. Report and Approval of Bills Paid**---*Councilmember Fryer made a motion to approve the bills. Councilmember Forman seconded the motion. The Mayor and Councilmembers Ames, Crittenden, Forman and Fryer all voted in favor, motion passed.*

**E. Approval of Minutes from March 9th 2017**—*Councilmember Ames made the motion to approve the minutes of March 9<sup>th</sup>, 2017. Councilmember Foreman seconded the motion. The Mayor and Councilmembers Ames, Crittenden, Forman and Fryer all voted in favor, motion passed.*

**6. Closed Executive Session**—*Councilmember Foreman made a motion to go into executive session. Councilmember Crittenden seconded the motion. All voted in favor, motion passed.*

*Councilmember Forman made a motion to come out of executive session and return to regular session. Councilmember Ames seconded the motion. All voted in favor, motion passed.*

*Councilmember Forman made the motion that we authorize the Mayor to continue negotiations in the purchase of real property. Councilmember Crittenden seconded the motion. The Mayor and all Councilmembers voted aye, motion passed.*

*Councilmember Fryer motioned to adjourn. Everyone voted in favor, 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 13th day of April, 2017.

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Mayor R. Lee Snelgrove

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City Recorder Suzanne Gillett