

**Laketown Town Council
Work Meeting Minutes
January 19, 2022
10 North 200 East Laketown, Utah**

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Minutes of the meeting of the Laketown Town Council convened in a work session on Wednesday, January 19, 2022 at 6:00 p.m. with Mayor Burdette Weston, Councilmembers Brandon Willis, Eldon Robinson, Dallas Clark, and Delora Wight and Clerk Amber Droesbeke in the Laketown Town Office located at 10 North 200 East Laketown, Utah. Mayor Burdette Weston conducting.

The council convened at 6:00 p.m. and ate dinner. At 6:29 p.m. Mayor Burdette Weston opened the meeting and welcomed those present.

REVIEW OF ACTION ITEMS FOR FEBRUARY 2, 2022 PUBLIC HEARINGS:

Ordinance 2021-21 7-1-1A Zoning and roads map established, B Land for future roads shall be dedicated to the town, C Future roads shall be developed and D Setbacks are required for current and future roads and Zoning and Roads Map – Consideration to amend the public ways and property of Laketown town code Title 7 Chapter 1 Streets, Sidewalks and Public ways Section 1 Scope adding paragraph A Zoning and Roads Map established including current and future roads, paragraph B Land for future roads shall be dedicated to the town, paragraph C Future roads shall be developed and paragraph D Setbacks are required for current and future roads.

The ordinance was read aloud. The word “town” was added wherever it said code. The words “Laketown Zoning and Roads Map” were added when the map is referenced in the ordinance and on the town website. The Zoning and Roads Map was discussed along with where it can be found on the town website. The town council wants to ask the attorney if the language in this ordinance covers us or if it allows for loopholes. Development of future roads was discussed and the ways other towns and cities handle development of future roads and road maintenance. The words “in the Laketown town code” were added at the end of 7-1-1C.

Ordinance 2021-22 7-1-1E Standards for roads and streets improvements – Consideration to amend the public ways and property of Laketown town code Title 7 Chapter 1 Streets, Sidewalks and Public Ways Section 1 Scope adding paragraph E Standards for roads and streets improvements.

The ordinance was read aloud. The word “town” was added wherever it said code and the words “and approved by the town council” were added in paragraph 1 after “for short segments of the street system within a subdivision.” Brandon asked what collector and local streets are. The council asked this question of engineer Scott Archibald who said collector streets are streets everyone funnels onto, usually have higher speeds, can have restricted access and limited driveways. As growth comes these roads may get wider. It is common to try to preserve the right of way on collector streets. When collector streets are 66’ (sixty-six feet) in the future, such as 100 years, the space can allow a five-lane road. Scott said it would be helpful to see the county plats and how much space is recorded for our collector streets. Collector streets can be noted on a map and in the town code. We want to define collector and local streets in our town code. In Laketown, collector streets are Main Street, Round Valley Drive, SR 30 and Cisco Road from Main Street to 8th North. Based up on Scott’s recommendation the town council added this sentence at the end of paragraph 5: “The town council reserves the right to require additional soil evaluations in areas with poor/unique soil conditions.”

Ordinance 2021-23 11-5-1-D2 Subdivision Street Improvements – Consideration to amend the subdivision regulations of Laketown town code Title 11 Chapter 5 Improvements Section 1 Paragraph D2 Street improvements and standards of improvements.

The ordinance was read aloud. The word “town” was added wherever it said code and the words “and approved by the town council” were added in paragraph 1 after “for short segments of the street system within a subdivision.” The same information Scott shared about collector and local streets applies to this ordinance. Based up on Scott’s recommendation the town council added this sentence at the end of paragraph 4: “The town council reserves the right to require additional soil evaluations in areas with poor/unique soil conditions.”

WORKSHOP ORDINANCE

CODE AMENDMENT: IT AND COMPUTER SECURITY POLICY – Consideration to amend the town code by adding written IT and computer security policy as outlined in the state auditor’s fraud risk assessment – **Ordinance 2021-07 – Mayor Burdette Weston**

A template provided by the state auditor’s office provided the draft for this ordinance. The ordinance was read aloud. The word “employee’s” was eliminated in two places in 1-16-1 along with other words throughout the template that the town council felt did not apply to Laketown. The town council wants to know if we have “town policy on credit/purchasing cards” referenced in this ordinance.

REVIEW OF ACTION ITEMS FOR FEBRUARY 2, 2022 PUBLIC HEARINGS:

Ordinance 2021-06 1-15 Personal Use of Entity Assets Policy – Consideration to amend the town code by adding written personal use of entity assets policy as outlined in the state auditor’s fraud risk assessment.

A template provided by the state auditor’s office provided the draft for this ordinance. The ordinance was read aloud. 1-15-1 was abbreviated to avoid duplication of the Town of Laketown Acceptable Computer Use Policy. Other words throughout the template were eliminated if the town council felt they did not apply to Laketown. The words “may not be rented” were removed to allow for wiggle room.

WORKSHOP ORDINANCE

CODE AMENDMENT: AGRITOURISM – Consideration of the request made by Brandon Willis in the October 6, 2021, town council meeting to do one of the following: 1. Change the town code Title 10 Chapter 2 definition of agriculture to include agritourism; 2. Rezone all or part of 800 North to commercial; 3. Allow a variance; 4. Extend the commercial zone from 500 to 1000 feet; in consideration of a barn that he wishes to build on his property to use for receptions, office space and other business. – **Ordinance 2022-01 – Councilmember Eldon Robinson**

The sample ordinances that were provided by Councilmember Dallas Clark in the October 20, 2021, town council meeting were read aloud. Definitions provided by Brandon Willis in the September 1, 2021 meeting were read aloud. The council created drafts of ordinances 2022-01

10-2-1 Definitions Agricultural Tourism, Ag-Tourism and/or Agri-Tourism and 2022-02 10-6 Residential Zones Article A Residential- Agricultural Zones (RA-1, RA-1/3, RA-1/2) adding Section 8: Agricultural Tourism, Ag-Tourism And Or Agri-Tourism.

Activities Committee request for light displays

Delora said the activities committee requests to know what the town council wants to display on light poles in town. Mayor Weston said he asked them to do research on what is available and the costs. The activities committee can do the research and give Delora ideas of what they want to see hung on the light poles along with the costs. The town council will make the decision of what we want to hang there and what we want to budget for lights. Lance will hang the bases for our light decorations as long as we provide him with the wire and boxes. Eldon said he has not voted on what goes on the light poles yet. Dallas said they need to understand that there is a certain amount of money for activities and there is not more money. Mayor Weston said we can provide the lighting of the town and if they want to incorporate it in the Christmas tree lighting activity they can.

Delora said the lights on the tree are turned off but are still on the tree. Lance has never left them on the tree before. She thought someone pulled the plug which is up 10 or 11 feet. She said it is so unlike Lance. She hasn't talked to him yet. Mayor Weston asked her to keep trying to get ahold of him.

Subdivision Moratorium and Ordinances

Brandon asked if we have talked to the attorney about the subdivision moratorium. Mayor Weston said we will have to ask the attorney how to extend the moratorium. Dallas asked if we are going to meet more frequently until we get the subdivision ordinances completed. Mayor Weston said he thinks we need to. Mayor Weston said he talked to Scott who will resend the rates for installation for water meters including graduated costs for the water fees we want to establish.

Eldon said the planning and zoning commission hasn't met since November. Delora asked if the attorney needs to be on this. Mayor Weston said yes and he understands that we can extend the moratorium for six months two more times.

Condemning a building in Laketown

Mayor Weston said he talked to our attorney and wants to ask the town council what they want done to clean up the property located on the south east corner of Main Street and SR 30. Mayor Weston wants to take a couple of photos of the building and send them to our attorney. He read from the attorney's email asking what the town council wants the land owner to do to clean up his property. Herm said he knows the land owner and can work with him to do what the town council requests. Dallas said the grass is growing up along the side and the council said the windows are broken windows. Mayor Weston was led to understand the underground tanks were never taken out.

10:10 p.m. ADJOURNED. Motion by Councilmember Wight seconded by Councilmember Clark to adjourn. Motion carried unanimously.

/s/ Amber Dreesbeke