



**TOQUERVILLE CITY  
CITY COUNCIL MEETING MINUTES**

**February 21, 2024 at 6:00 pm  
212 N. Toquer Blvd, Toquerville Utah**

Present: Mayor Pro Tempore Gary Chaves; Councilman: Todd Sands and Wayne Olsen;  
Staff: City Manager Afton Moore, Planning & Zoning Administrator Darrin LeFevre, Planning &  
Zoning Official Ryker Steglich, Recorder Daisy Fuentes, Planning Chair Stacey Eaton; Absent:  
Mayor Justin Sip, Chuck Williams, Joey Campbell, City Attorney Matt Ekins.

**A. CALL TO ORDER:**

Mayor Pro Tempore Chaves called the meeting to order at 6:00 p.m. Councilman Olsen led the Pledge of Allegiance. Invocation was led by Councilman Chaves.

**B. APPROVAL OF AGENDA:**

<https://www.youtube.com/live/fdxr6h1Fp74?si=IJ646rJBccuGfFT0&t=58>

The Council reviewed the agenda.

*Councilman Chaves motioned to change the order and move item E ahead of D.  
Councilman Olsen seconded the motion. Motion carried, 3-0. Gary Chaves – aye, Todd  
Sands – aye, Wayne Olsen – aye.*

**C. CONSENT AGENDA:**

<https://www.youtube.com/live/fdxr6h1Fp74?si=RXYzVI2ZQMivKxyF&t=101>

Review and possible approval of meeting minutes from February 7, 2024 Regular Business Meeting.

*Councilman Sands motioned to table the review of the minutes of February 7<sup>th</sup>.  
Councilman Olsen seconded the motion. Motion carried, 3-0. Gary Chaves – aye, Todd  
Sands – aye, Wayne Olsen – aye.*

There were no declarations of conflicts from the council members.

The council moved to item E.

**D. PRESENTATION:**

[https://www.youtube.com/live/fdxr6h1Fp74?si=I5e6\\_pfJn4FgRkeR&t=2268](https://www.youtube.com/live/fdxr6h1Fp74?si=I5e6_pfJn4FgRkeR&t=2268)

1. Presentation by Sunrise Engineering on the Toquerville City Culinary Water Master Plan update.

Vern Maloy with Sunrise Engineering presented on the Culinary Water Plan update and answered questions from the council. The council discussed this item with staff and Vern.

The council continued with the public forum.

**E. CITY DEPARTMENT REPORTS:**

<https://www.youtube.com/live/fdxr6h1Fp74?si=8QdriiZrGYW1Ajvm&t=151>

1. Stanley Consulting – Toquerville Parkway updates.



A progress video was shown.

2. Washington County Sheriff's Office – Nate Brooksby  
Sheriff Brooksby gave a report on the last twelve months to include call volume, sheriff trainings and medical expansion.
3. City Manager – Afton Moore  
Afton reported on the following items: financial, a community report, upcoming community events, a variety of community projects to include the Toquerville Parkway project, grant applications, economic growth, the new website, an update on the legislative session and the public works expansion.

The council moved to item D.

#### F. PUBLIC FORUM:

<https://www.youtube.com/live/fdxr6h1Fp74?si=ByI0Cu7QxU1xGP8Q&t=3244>

Mayor Pro Tempore Chaves opened the Public Forum.

Dean Haymore spoke during the public forum.

Mayor Pro Tempore Chaves closed the Public Forum.

#### G. BUSINESS:

1. **Discussion and ratification** on approving a change order to the Toquerville Parkway project in the amount of \$147,856.50 to raise the road grade near the south end of the Toquerville Parkway project.

<https://www.youtube.com/live/fdxr6h1Fp74?si=BJBzM8TO8AWao4eT&t=3406>

The council discussed this item.

*Councilman Sands motioned to ratify the phone vote for business item 1. Councilman Chaves seconded the motion. Roll Call Vote, 3-0. Gary Chaves – aye, Todd Sands – aye, Wayne Olsen – aye.*

2. **Discussion and ratification** on approving a change order to the Toquerville Parkway project in the amount of \$180,000.00 to engage Applied Geotechnical Engineering Consultants, Inc. (AGEC) to address geotechnical concerns on the Toquerville Parkway cut slopes.

<https://www.youtube.com/live/fdxr6h1Fp74?si=dqsrO5pC1uaIeqSH&t=3524>

The council discussed this item.

*Councilman Sands motioned to approve the phone vote for business item 2. Councilman Chaves seconded the motion. Roll Call Vote, 3-0. Gary Chaves – aye, Todd Sands – aye, Wayne Olsen – aye.*

3. **Discussion and possible action** on the Toquerville City Culinary Water Master Plan update.

<https://www.youtube.com/live/fdxr6h1Fp74?si=H9WgtNQFmFcA42nY&t=3733>

The council discussed this item and brought up their concerns to staff and Vern Maloy.

*Councilman Olsen motioned to table this item. Councilman Sands seconded the motion. Motion carried, 3-0. Gary Chaves – aye, Todd Sands – aye, Wayne Olsen – aye.*

4. **Discussion and possible action** on waiving the Town Hall Reservation Fee for Leif Bjarnson Readiness Meetings.



[https://www.youtube.com/live/fdxr6h1Fp74?si=8g6HyzQ9EVle2\\_jZ&t=4500](https://www.youtube.com/live/fdxr6h1Fp74?si=8g6HyzQ9EVle2_jZ&t=4500)

Council and staff discussed this item and addressed their concerns. Daniel Jensen with Sunrise Engineering joined the meeting via Zoom and answered questions from council.

***Councilman Chaves motioned to approve waiving the townhall reservation fee for Leif Bjarnson readiness meetings and approving their posted schedule. Councilman Olsen seconded the motion. Roll Call Vote, 3-0. Gary Chaves – aye, Todd Sands – aye, Wayne Olsen – aye.***

5. **Discussion and possible action** on Ordinance 2024.XX – Grading Ordinance amending and restating Toquerville City Code 10-18B to modify the grading process.

[https://www.youtube.com/live/fdxr6h1Fp74?si=1OV\\_fNcIUqORxNoB&t=4657](https://www.youtube.com/live/fdxr6h1Fp74?si=1OV_fNcIUqORxNoB&t=4657)

Afton Moore presented this item to the public and requested a table to this item until there is a full council, mayor and city attorney present for the discussion.

***Councilman Olsen motioned to table business item G5 Grading Ordinance. Councilman Sands seconded the motion. Motion carried, 3-0. Gary Chaves – aye, Todd Sands – aye, Wayne Olsen – aye.***

6. **Discussion and possible action** on a conditional use application submitted by Sapp Bros Inc. for a travel center building and diesel shop located at 600 W 1700 N. Tax ID #'s: T-3-0-27-3410 and T-3-0-27-315. Current zoning is Highway Commercial.

<https://www.youtube.com/live/fdxr6h1Fp74?si=oVLhf87EywYSAFVY&t=4763>

Darrin LeFevre presented this item to the public. The council and staff discussed this item and addressed their questions and concerns.

***Councilman Chaves motioned to approve a conditional use application submitted by Sapp Bros Inc. for a travel center building and diesel shop located at 600 W 1700 N along with the staff recommendations. Councilman Sands seconded the motion. Motion carried, 3-0. Gary Chaves – aye, Todd Sands – aye, Wayne Olsen – aye.***

7. **Discussion and possible action** on Resolution 2024.XX – Uniform Fee Schedule creating commercial utility rates, a commercial business license rate and updating the returned payment fee.

[https://www.youtube.com/live/fdxr6h1Fp74?si=JU9eFSB\\_iv0s5QEn&t=5064](https://www.youtube.com/live/fdxr6h1Fp74?si=JU9eFSB_iv0s5QEn&t=5064)

Afton Moore reviewed the proposed changes and answered questions from the council.

***Councilman Olsen motioned to approve the uniform fee schedule business item G7. Councilman Chaves seconded the motion. Motion carried, 3-0. Gary Chaves – aye, Todd Sands – aye, Wayne Olsen – aye.***

8. **Discussion and possible action** on Resolution 2024.XX – Annual Meeting Schedule to create an additional Planning Commission meeting on the 4th Wednesday of each month.

[https://www.youtube.com/live/fdxr6h1Fp74?si=vHUawZyY\\_7u9AxX9&t=6698](https://www.youtube.com/live/fdxr6h1Fp74?si=vHUawZyY_7u9AxX9&t=6698)

Chairman Eaton presented this item to the council. The council discussed this item.

***Councilman Olsen motioned to approve business item G8 annual meeting schedule to start***

*on March 13<sup>th</sup>. Councilman Sands seconded the motion. Motion carried, 3-0. Gary Chaves – aye, Todd Sands – aye, Wayne Olsen – aye.*

9. **Discussion and possible action** on Ordinance 2024.XX – Amending and restating Chapter 7 of the Toquerville City Code to define the duties of the City Cemetery Clerk and revise the process for Burial of Indigents.

[https://www.youtube.com/live/fdxr6h1Fp74?si=RE01h78M0HK\\_pcb5&t=6884](https://www.youtube.com/live/fdxr6h1Fp74?si=RE01h78M0HK_pcb5&t=6884)

Afton Moore presented this item to the public and answered questions from the council. The council discussed this item.

*Councilman Chaves motioned to approve business item G9 and simply change the word ‘may’ to ‘will’. Councilman Olsen seconded the motion. The motion was rescinded by Councilman Chaves. Councilman Chaves motioned to table discussion and possible action on amending city code to define the duties of the city cemetery clerk and revise the process for burial of indigents. Councilman Olsen seconded the motion. Motion carried, 3-0. Gary Chaves – aye, Todd Sands – aye, Wayne Olsen – aye.*

10. **Discussion and possible action on Policy 2024.XX – Toquerville City Flag Display.**

<https://www.youtube.com/live/fdxr6h1Fp74?si=DlzeJGIVxHRVeza5&t=8890>

Afton Moore discussed this item with the council and requested this item be tabled to run an analysis on wages and benefits.

*Councilman Chaves motioned to approve business item G10 Toquerville City Flag Display Policy adding Flag Day date as June 14<sup>th</sup>. Councilman Sands seconded the motion. Motion carried, 3-0. Gary Chaves – aye, Todd Sands – aye, Wayne Olsen – aye.*

**H. CALENDAR OF EVENTS:**

<https://www.youtube.com/live/fdxr6h1Fp74?si=i1vFfngi0ntGejZ7&t=9538>

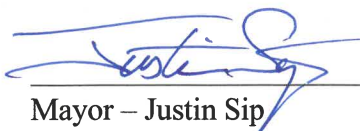
Mayor Pro Tempore Chaves reviewed the calendar of events.

**I. CLOSED SESSION: (If needed)**

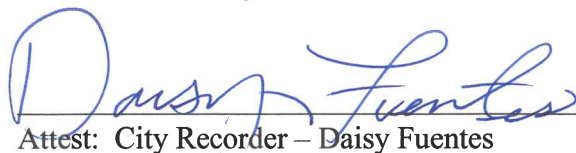
A closed session was not needed.

**J. ADJOURN:**

Mayor Pro Tempore Chaves adjourned the meeting at 8:42 p.m.

  
\_\_\_\_\_  
Mayor – Justin Sip

3-27-24  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Attest: City Recorder – Daisy Fuentes

