

**MINUTES**  
**COALVILLE CITY COUNCIL MEETING**  
**Monday, September 23, 2024, 6:00 P.M.**  
**COALVILLE CITY HALL, COUNCIL CHAMBERS**  
**10 N MAIN STREET**  
**COALVILLE, UT 84017**

**In Attendance:**

**Mayor and Council:**

**Mayor:** Mark Marsh

**Councilors:** Shaun Powis, Lynn Wood, Brandon Brady, and John Hansen

**Virtual:** Louise Willoughby

**Absent:** Shaun Powis

**City Staff:**

**Community Development Director:** Don Sargent

**City Attorney:** Excused

**City Recorder:** Trevor Devey

**Public Works Director:** Excused

Mayor Mark Marsh opened the meeting at 6:05 p.m.

**Item 1 – Welcome**

A. Roll Call – A quorum was present.

B. Pledge of Allegiance – **Mayor Mark Marsh** led the Pledge of Allegiance.

**Item 2 – Public Comment:** The Public may address the Mayor and Council with any matter of City business not listed on the agenda or pending applications.

No Public Comment was given.

**Item 3 – Training and Discussion:** Emergency Management Plant

Kathryn McMullin gave background of her role as the emergency manager. Kathryn presented to the council the Emergency Management Act, a video explaining the purpose of the role of emergency manager. Kathryn McMullin also presented to the council the Coalville City Severe Weather Plan. Discussion was held between the council, staff, and Kathryn McMullin over the Coalville City Emergency Management Plan.

**Item 4 – Public Hearing Review, Discussion, and Possible Adoption:** Amendments to Chapters 1, 2, 3, 28, 29, 30, 32, 33, and Other Miscellaneous Administrative or Legislative Provisions of the Coalville City Development Code, Ordinance No. 2024-2.

Mayor Mark Marsh opened the Public Hearing at 6:39p.m.

Coalville City Community Development Director Don Sargent gave the background to the council regarding the public hearing and Ordinance 2024-2.

Councilor Louise Willoughby asked for clarifications on minor and major subdivisions. Jacob Hansen and Don Sargent clarified Councilor Louise Willoughby's question.

Mayor Mark Marsh closed the Public Hearing at 6:47p.m.

*Councilor Lynn Wood made a motion to table the adoption of Ordinance 2024-2 Amendments to Chapters 1, 2, 3, 28, 29, 30, 32, 33, and Other Miscellaneous Administrative or Legislative Provisions of the Coalville City Development Code at the meeting to be held on October 15.*

*Councilor John Hansen seconded the motion.*

*Motion Carried (4-0) with one vote absent.*

#### **Item 5 – Updates:**

##### **A. Community Development**

Coalville City Community Development Director Don Sargent gave the Current, Long-Range, and on-going project list.

Coalville City Community Development Director Don Sargent presented to the council the action plan and next steps for the Main Street Revitalization Plan. Councilor Brandon Brady discussed how to make progress on the Main Street Revitalization Plan. Discussion was held between council and staff over the Main Street Revitalization Plan.

##### **B. Public Works**

No Updates

##### **C. Engineering**

Mayor Mark Marsh informed the council that Coalville has received the grant for installing the radio towers to read the water meters. Mayor Mark Marsh also informed the council that sidewalk meetings will be had next week for obtaining bids to complete the sidewalks at center street and 50 west.

##### **D. Legal**

No Updates

#### **E. Mayor**

Mayor Mark Marsh read a resignation letter from Cindy Padgett with the Planning Commission. Mayor Mark Marsh informed the council he has appointed Chantel Guardarrama to replace Cindy Padgett on the Coalville City Planning Commission. Chantel Guardarrama introduced herself and expressed her thanks for the appointment to the Planning Commission.

#### **F. Council**

Councilor Lynn Wood asked for a tour of the wastewater treatment plant. Mayor Mark Marsh agreed and will set it up for the council and planning commission. Councilor John Hansen thanked staff for the new flags in front of City Hall. Councilor Louise Willoughby agreed that city staff works hard and that we need to investigate hiring more help for Public Works.

#### **Item 6 – Review and Possible Approval of Accounts Payable dated September 23, 2024.**

*Councilor Brandon Brady made a motion to approve Accounts Payable dated September 23, 2024.*

*Councilor Lynn Wood seconded the motion.*

*Motion carried (3-0) with one vote absent and one abstention.*

#### **Item 7- Review and Possible Approval of Minutes dated September 9 and September 12, 2024**

*Councilor John Hansen made a motion to approve Minutes dated September 9 and September 12, 2024 including the correction of the misspelling of Councilor Shaun Powis's name in the September 12, 2024 minutes.*

*Councilor Brandon Brady seconded the motion.*

*Motion Carried (4-0) with one vote absent and one abstention.*

**Item 8 – Closed Session:** Possible motion to enter a closed session for the purchase, exchange, or lease of property; pending or reasonably imminent litigation; the character, professional competence, or the physical or mental health of an individual; or the deployment of security personnel, devices, or systems.

No closed session was held.

**Item 9 – Adjournment**

*Councilor John Hansen made a motion to adjourn.*

*Councilor Lynn Wood seconded the motion.*

*Motion Carried (4-0) with one vote absent.*

***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.***

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Mark Marsh, Mayor

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Trevor Devey, City Recorder