

TOWN OF CIRCLEVILLE



TOWN OF CIRCLEVILLE MINUTES

October 16, 2024

The regular meeting of the Circleville Town Council was called to order at 7:00PM by Mayor Kristi Westwood. Council Members attending were: Stacie Gass, Shirl Fox, Kaylie Barney, and Shane Robinson. Mekeisia Westwood, Town Clerk was also in attendance.

Public attendees were: Ken Whitney, Garrett Clark, Rex Waddington, and Kelly Chappell.

Mayor Westwood led the pledge, and Stacie offered the prayer to open the proceedings. Stacie made a motion to approve the minutes from the September 11, 2024 meeting. Shane seconded, and the motion passed unanimously.

Ken Whitney was in attendance for a site permit. He is wanting to build a house and a shed on his lot. Shirl made a motion to approve the site permit with a 8' setback variance. Shane seconded, and the motion passed unanimously.

Carlee Morgan was wanting a business license for her Esthetics by Carlee business. Stacie made a motion to approve the business license and Shirl seconded. The motion passed unanimously.

Next on the agenda, Wade Westwood was wanting a site permit for a shed. Stacie made a motion to approve. Shirl seconded, and the motion passed unanimously.

The mayor called on those not on the agenda. There were none.

The Circleville Town Board looked at the Fraud Risk Assessment for 2024 and 2025. It will be submitted this month.

Kelly Chappell was in attendance for discussion on the water project. It is almost finished. The contractor has moved on to another job and should be back soon to finish. The SCADA meters are being installed. The SCADA meters will log the meter readings every day on what is coming into and leaving the tanks. Electronic meters will also be purchased.

Kelly also had some updates for the road project. Kelly has put out an advertisement for a crack seal on the Community Center parking lot. The Board discussed some different options for crack seal. Kelly is going to have the bids updated with the Town's suggestions.

The Lead and Copper Inventory report has been submitted to the state. All residents with lead and unknown materials for their water lines will need to be notified by November 15.

The Mayor opened the floor to the Departments.

Fire Department: State of Utah is updating the alarm system. Panguitch dispatch signals are setting off Circleville's alarms. The State is working on getting this fixed. Thanks for your patience with all the false alarms.

Planning and Zoning/Cemetery: The cemetery fence has been delivered. Troy has been digging the holes for the posts. The cemetery mapping project is done.

Parks & Recreation/Economic Development: The Circleville Town Thanksgiving dinner is scheduled for November 18 at 6pm.

The bills and budget variance reports were presented and reviewed by the council. Stacie made a motion to approve the bills and budget variance reports and adjourn; Kaylie seconded, and the motion passed unanimously. The meeting was adjourned at 8:20pm.