

**MINUTES**  
**COALVILLE CITY COUNCIL MEETING**  
**Tuesday, November 12, 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:**

Brandon Brady, John Hansen, Lynn Wood, Shaun Powis, and Louise Willoughby.

**City Staff:**

**Community Development Director:** Don Sargent

**City Attorney:** Sheldon Smith

**City Recorder:** Trevor Devey

**Public Works Director:** Kyle Clark

Mayor Mark Marsh opened the meeting at 6:02 p.m.

**Item 1 – Welcome**

- A. Roll Call – A quorum was present.
- B. Pledge of Allegiance – **City Councilor Brandon Brady** 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 – Review, Discussion, and Possible Approval:** Red Hills Ranch MPD Phase 1, 31 Lot Final Subdivision Plat and Construction Drawings 800 South Hoytsville Road (CT-482-F, CT-476)

Coalville City Community Development Director Don Sargent gave the background of the Red Hills Ranch MPD Phase 1 Final Subdivision Plat and Construction Drawings. Don Sargent stated that the discussion to be held is a continuation of what was previously discussed at the August 12<sup>th</sup> Coalville City Council Meeting.

Skylar Tolbert with Ivory Homes Development discussed with the council the water, sewer, and work force housing. Discussion was held between the City Council, Skylar Tolbert, and Staff over culinary water for the Red Hill Ranch Development Project. Skylar Tolbert

introduced the workforce housing plan to the council. Discussion was held between the City Council, Staff, and Skyler Tolbert over the sidewalks along Main Street (Hoytsville Road) required for the project and the possibility of paying a fee in lieu to Coalville City for the sidewalks. Coalville City Public Works Director Kyle Clark asked Skyler Tolbert when upgrades would take place to Water Treatment Plant. Skyler Tolbert responded to Kyle Clark that they would start working on the plant at the start of the project, but the Water Treatment Plant would not be utilized until the project begins phase 3.

*Councilor John Hansen made a motion to approve the Red Hills Ranch MPD Phase 1, 31 Lot Final Subdivision Plat and Construction Drawings 800 South Hoytsville Road (CT-482-F, CT-476) with the conditions noted in the staff report, revising condition 12 to have the option to pay a fee in lieu for the sidewalk along Main Street (Hoytsville Road), and adding a Condition 13 that sewer and water upgrades be addressed with the Development Agreement.*

*Councilor Lynn Wood seconded the motion.*

*Motion Carried (5-0)*

#### **Item 4 - Updates:**

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

Coalville City Community Development Director Don Sargent gave the Current, Long-Range, and On-Going planning projects.

Councilor Lynn Wood asked Don Sargent why the Wohali Phase 2D Plat Recordation has taken so long to get recorded. Don Sargent and Sheldon Smith responded to Councilor Wood's question.

Councilor Louise Willoughby asked for clarification regarding the Cedar Crest Development. Don Sargent responded and addressed Councilor Willoughby's question.

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

No Updates Given.

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

Mayor Mark Marsh informed the council that sidewalks will be under construction soon.

#### **D. Legal**

No Updates given.

Councilor Lynn Wood asked a question over a motion that was passed without enough votes for a approval. Sheldon Smith responded and clarified Councilor Wood's question.

#### **E. Mayor**

Mayor Mark Marsh reminded the council about their assignments for the Light Parade. Mayor Mark Marsh informed the council about the status of the contract conversations with Parr Brown Gee and Loveless attorney services for Human Resources matters.

#### **F. Council**

Councilor Louise Willoughby asked when the tree will be lit for the season. Mayor Mark Marsh responded that the tree will be lit at the Coalville City Light Parade.

**Item 5 – Review, Discussion, and Possible Approval:** Community Development Director Position.

Mayor Mark Marsh informed the council that the procurement committee met over the applicants for the position of Community Development Director. The procurement committee recommended that the Coalville City Council renew Don Sargent's contract for the position of the Community Development Director. Councilor Lynn Wood asked Don Sargent if he would be willing to extend his contract by 3 months while the City Council is trying to sort out the Administrative Positions. Don Sargent agreed to a 3-month contract extension under the circumstances that his current contract stays intact and that his hourly rate be increased to his proposed rate of \$125 an hour. Discussion was held between the Council and Don Sargent over the position of Community Development Director.

*Councilor Lynn Wood made a motion to extend Don Sargent's contract as is for 3 months with an increase in hourly rate to \$125 an hour.*

*Councilor John Hansen seconded the motion.*

*Motion Carried (5-0)*

**Item 6 – Review and Possible Approval of Accounts Payable dated November 12, 2024.**

*Councilor Louise Willoughby made a motion to approve Accounts Payable dated November 12, 2024.*

*Councilor Brandon Brady seconded the motion.*

*Motion carried (5-0)*

**Item 7- Review and Possible Approval of Minutes dated October 15 and October 28, 2024**

The minutes were not included in the meeting packet. The minutes will be approved at the December 9<sup>th</sup> meeting.

**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 had.

**Item 9 – Adjournment**

*Councilor Brandon Brady made a motion to adjourn.*

*Councilor John Hansen seconded the motion.*

*Motion Carried (5-0)*

***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