

**STATE OF UTAH
COUNTY OF SEVIER
TOWN OF ANNABELLA**

**TOWN COUNCIL MEETING
January 9, 2025**

Minutes from the Annabella Town Council Meeting held Thursday, January 9, 2025, beginning at 6:00 p.m. in the Town Council Chambers, located at 295 East 300 North, Annabella, Utah. Mayor Brent Christensen conducting.

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| <ol style="list-style-type: none"> 1. PUBLIC HEARING ON PROPOSED AMENDMENTS TO ANNABELLA'S LAND MANAGEMENT AND DEVELOPMENT CODE 2. ROLL CALL 3. OPENING REMARKS 4. PLEDGE OF ALLEGIANCE 5. CITIZEN INPUT 6. APPOINTMENT-CHET WHITE, WHITE'S SANITATION 7. APPOINTMENT-TYLER TIMMONS, COMMUNITY ADVISOR UPDATES 8. APPROVAL OF MINUTES 9. APPROVAL OF WARRANT REGISTER | <ol style="list-style-type: none"> 10. ADOPTED-ORDINANCE 2025-01, AMENDMENT TO ANNABELLA'S LAND MANAGEMENT AND DEVELOPMENT CODE 11. OPEN MEETINGS ACT TRAINING 12. ADOPTED-UPDATED PERSONNEL POLICY 13. APPOINTED-DEVIN SQUIRE TO PLANNING COMMISSION TERM 14. DISCUSSION ON SECONDARY WATER RATE OPTIONS 15. SCHEDULED-PUBLIC HEARING 16. DEPARTMENT BUSINESS 17. CLOSED MEETING 18. ADJOURN |
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Public in attendance:

*Eric Nielson
Larry Helquist
Tyler Timmons
Kent Poulson*

*Kyler Nielsen
Mathew Lenhart
Jodi Nielson*

1. PUBLIC HEARING. Mayor Christensen opened the public hearing for discussion on the proposed amendment to the Town Land Management and Development Code, including adoption of related construction standards. He asked if there were any comments from the public regarding this matter. There were no comments and Mayor Christensen closed the public hearing at 6:01 p.m.

2. ROLL CALL. Roll call was taken by Mayor Christensen. In attendance were Councilmembers Jill Anderson, Kelvin Johns, Stephanie Morgan and Chris

Nielson, Tina Mitchell, Clerk, and Eric Nielsen, Maintenance Supervisor, were also in attendance.

3. OPENING REMARKS. Mayor Christensen welcomed those in attendance and introduced Eric Nielsen as the new Maintenance Supervisor.

A prayer was offered by Councilmember Anderson.

4. PLEDGE OF ALLEGIANCE. Councilmember Morgan led the group in the Pledge of Allegiance.

5. CITIZEN INPUT. Mayor Christensen opened the floor to citizen input. There were no comments.

6. APPOINTMENT-CHET WHITE, WHITE'S SANITATION. Chet White from White Sanitation provided an update on their services. He discussed adjusting pickup schedules due to holidays.

White confirmed the dates for the town cleanup, which the Town Council set for April 11th through April 21st. This schedule would include two weekends and the Easter holiday.

Councilmember Morgan inquired about the proper placement of garbage cans, especially in areas with steep roadways. White advised that cans should be placed at the edge of the road for easy access. He noted that White's Sanitation employees tag garbage cans that are not placed correctly and they are conscientious of the Town's roads and shoulders.

7. APPOINTMENT-TYLER TIMMONS, COMMUNITY ADVISOR UPDATES.

Tyler Timmons provided updates on upcoming events and grant opportunities:

- A mini regional growth summit focused on land use, scheduled for February 27th, 5 to 8 PM.
- The CIB deadline on February 3rd at 5 PM.
- Utah Outdoor Recreation grants opening, including a new funding opportunity for parks and recreation projects.

Timmons offered to assist with grant applications for any park or recreation projects the Town might be considering.

Councilmember Neilson suggested the possibility of creating a walking path around the park, potentially utilizing the new grant opportunity.

8. APPROVAL OF MINUTES. Mayor Christensen opened discussion for approval of the November Town Council and work meeting minutes. **Councilmember Nielson made a motion to approve the minutes as presented. Councilmember Morgan seconded the motion and the motion carried unanimously. (Summary: Yes=4). Yes: Jill Anderson, Kelvin Johns, Stephanie Morgan, and Chris Nielson.**

9. APPROVAL OF WARRANT REGISTER. The warrant register was presented and reviewed for formal approval. **Councilmember Nielson made a motion to approve the warrant register as presented. Councilmember Anderson seconded the motion and the motion carried unanimously. (Summary: Yes=4). Yes: Jill Anderson, Kelvin Johns, Stephanie Morgan, and Chris Nielson.**

10. ADOPTED-ORDINANCE 2025-01, AMENDMENT TO ANNABELLA'S LAND MANAGEMENT AND DEVELOPMENT CODE. Mayor Christensen presented Ordinance number 2025-01, which amends Annabella's Land Management and Development code and adopts the Annabella Town construction standards.

Councilmember Johns explained that the ordinance sets a standard of construction and includes standard details and APWA guidelines to ensure quality infrastructure. **Councilmember Anderson made a motion to approve the ordinance as presented. Councilmember Morgan seconded the motion and the motion carried unanimously. (Summary: Yes=4). Yes: Jill Anderson, Kelvin Johns, Stephanie Morgan, and Chris Nielson.**

11. OPEN MEETINGS ACT TRAINING. Tina Mitchell provided training on the Utah Public Open Meetings Act and notice requirements. She covered annual notice requirements, agenda requirements, closed meeting procedures, emergency meeting protocols, and recording and minutes posting requirements.

12. ADOPTED-UPDATED PERSONNEL POLICY. The Town Council reviewed the updated Personnel Policy. **Councilmember Johns made a motion to approve the ordinance as presented. Councilmember Nielson seconded the motion and the motion carried unanimously. (Summary: Yes=4). Yes: Jill Anderson, Kelvin Johns, Stephanie Morgan, and Chris Nielson.** Councilmember Nielson suggested that all employees receive a copy of the new policy.

13. APPOINTED-DEVIN SQUIRE TO PLANNING COMMISSION TERM. **Councilmember Anderson made a motion to appoint Devin Squire as a Planning Commission member (three year term). Councilmember Johns seconded the motion and the motion carried unanimously. (Summary: Yes=4). Yes: Jill Anderson, Kelvin Johns, Stephanie Morgan, and Chris Nielson.**

14. DISCUSSION ON SECONDARY WATER RATE OPTIONS. The Council engaged in an extensive discussion about setting new secondary meter rates. Councilmember Nielson presented several rate structure options and expressed concerns about potentially high costs for large water users. The Council discussed various approaches, including tiered systems, flat rates, and ways to ensure fairness and conservation.

After much deliberation, the Council decided to:

- Have Councilmember Nielson prepare an educational presentation on the proposed rate structures.
- Make this information available to residents both online and in-person at the Town office.
- Conduct a survey to gather public input on the proposed rate structures.
- Hold a public hearing on February 13th, followed by a Town Council meeting to make a final decision.

The Council agreed to consider three main rate structure options:

- A 75% base / 25% usage rate structure.
- A 64% base/ 36% usage rate structure (Councilmember Nielson will get more information on this from John Chartier on this).
- A 5-tier pricing system with a 50% base fee and a 50% usage fee split. During the off-season, the base fee is \$30. For the secondary water season, the usage rates are \$10, \$20, \$30, \$40, and \$50, depending on the percentile they fall in according to their usage

The Council decided against holding a separate public open house, opting instead for the informational display and survey approach.

15. SCHEDULED-PUBLIC HEARING. The Town Council agreed to hold a public hearing on February 13th at 6:00 p.m., followed by a Town Council meeting to make a final decision on the secondary water rate.

16. DEPARTMENT BUSINESS.

Beautification, Parks & Activities:

Councilmember Nielson provided updates on upcoming Town events:

- Easter egg hunt on April 16th
- July 4th celebration
- Trunk or Treat on October 31st
- Pheasant Hunter's dinner on November 1st
- Tree lighting ceremony on December 1st

He also suggested organizing summer movies or a town campout. The Council discussed the possibility of each member taking responsibility for one activity in addition to their department duties.

Cemetery: Councilmember Nielson mentioned that he had investigated the one-acre parcel of land owned by Annabella Town, which is situated as an island within Jon Quarnbergs' property, south of the cemetery. He expressed his interest in meeting with the Quarnbergs to discuss the property and explore the possibility of an exchange

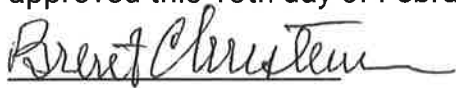
Roads: Mayor Christensen inquired about crack sealing for the roads. No specific plans were discussed.

Water: It was noted that Eric Nielsen is registered for the Rural Water Conference that is scheduled during the end of February.

17. CLOSED MEETING. The Council adjourned the regular meeting and entered a closed session for purposes allowed by the Utah Open and Public Meetings Act. **A motion to close the regular meeting was made by Councilmember Anderson. Councilmember Morgan seconded the motion and the motion carried unanimously.**

18. ADJOURN. At 8:28 p.m. **Councilmember Anderson made a motion to adjourn. Councilmember Morgan seconded the motion and the motion carried unanimously.**

Minutes of the Town Council meeting held Thursday, January 9, 2025, were approved this 13th day of February, 2025.



Brent Christensen, Mayor



Tina Mitchell, Town Clerk