



Regular City Council Meeting

Minutes

Tuesday, February 25, 2025 at 6:00 pm

AGENDA

A regularly scheduled meeting of the Duchesne City Council will be held at the Duchesne City Office Building, 500 East Main, Duchesne, UT at the above date and time. The agenda will be as follows:

1. Roll Call, Prayer, Pledge

Minutes:

Mayor Rowley was absent. Mayor Pro Tempore Bryce Hamilton conducted the meeting. City Recorder, Myra Young took minutes. City Council Members present were Tom Bruton, Jenny Adams, Cody Ivie, and Jason Baker. Council Member Bruton offered the prayer. Mayor Pro Tempore Hamilton led the Pledge of Allegiance.

Public Attendees: Jessica North, Chuck Richins, Bruce Thomas, Dawnette Browning, Janet Jenkins, Melinda Larsen, Stephen Henderson, Cindy Bruton.

2. Minutes

Minutes:

MOTION by Council Member Bruton seconded by Council Member Adams to approve the minutes with changes from February 11, 2025.

- Mayor Pro Tempore Hamilton – Aye
- Council Member Bruton - Aye
- Council Member Adams - Aye
- Council Member Ivie – Aye
- Council Member Baker – Aye

Motion carried by unanimous vote.

3. Bills

Minutes:

MOTION by Council Member Adams, seconded by Council Member Baker to pay the bills.

- Mayor Pro Tempore Hamilton – Aye
- Council Member Bruton - Aye
- Council Member Adams - Aye
- Council Member Ivie – Aye
- Council Member Baker – Aye

Motion carried by unanimous vote.

4. Business License

Duchesne Property Management Inc - Stephen/Lisa Henderson

Minutes:

Stephen Henderson would like a business license. He will be providing hotel services at Duchesne Property Management Inc. AKA Best Western located at 52 S 500 W.

MOTION by Council Member Baker, seconded by Council Member Bruton to approve a business license for Duchesne Property Management Inc. AKA Best Western, Stephen Henderson, hotel owner.

- Mayor Pro Tempore Hamilton – Aye
- Council Member Bruton – Aye
- Council Member Adams – Aye
- Council Member Ivie – Aye
- Council Member Baker – Aye

Motion carried by unanimous vote.

5. Planning And Zoning

Minutes:

Nothing to report.

6. 2025 Infrastructure Replacement Project -Chuck Richins, Horrocks

Sewer and Water - Bid result discussion and possible award

Minutes:

Chuck Richins with Horrocks Engineering reported that on February 13th, bids were opened for the 2025 Infrastructure Replacement Project. The lowest bidder was Terry Brotherson, with a bid of \$2.68 million, which exceeds the construction budget by \$280,000.

Chuck proposed awarding the contract at the bid price and then modifying the contract to prioritize projects based on the budget. Certain projects may be removed initially, with the possibility of adding them back if funds remain. He suggested potential reductions to bring the cost down to \$2.4 million, focusing on top priority projects such as Old Farm Road and 500 East.

Council Discussion: - Council Member Bruton asked whether this contractor typically stays within their bid price. Chuck confirmed that Terry Brotherson rarely submits change orders, except in cases of unforeseen circumstances. - Bruton also inquired whether the contract would allow for future installation of secondary water lines on Old Farm Road. Chuck acknowledged that while some have suggested integrating this into the current project, he advised against it due to separate funding sources and contracts. However, the project will be designed to allow secondary water installation at a later date.

- Council Member Ivie sought clarification on whether additional funds could be used if CIB (Community Impact Board) funding is awarded. Chuck confirmed that other funds may be utilized.

Bid Summary: - Lowest Bid: Terry Brotherson – \$2.68M - Second Lowest Bid: \$2.8M - Highest Bid: \$6M - Allocated Budget: \$2.4M

Since initial bids came in significantly over budget, the project was rebid. A total of four bids were received. Additionally, Chuck provided an update on the CIB application, which has been submitted. A public hearing is scheduled for the March 11th City Council Meeting to discuss potential funding for additional infrastructure improvements, including expansion on D-Hill and other priority projects that may not be completed under the current budget.

MOTION by Council Member Adams seconded by Council Member Ivie to award 2025 Infrastructure Replacement Project Bid for \$2.68 million to Terry Brotherson with a contract

modification working with the contractor to reduce the amount based on the priority lines.

- Mayor Pro Tempore Hamilton – Aye
- Council Member Bruton – Aye
- Council Member Adams – Aye
- Council Member Ivie – Aye
- Council Member Baker – Aye

Motion carried by unanimous vote.

7. Duchesne Beautification Committee - Review Christmas Decoration Proposal

Minutes:

Dawnette Browning of the Beautification Committee presented an update on the Christmas Decoration proposal. After consulting with two vendors, she confirmed that solar lighting is not an option. She explained that the proposed decorations feature energy-efficient LED lights with low wattage consumption.

Council Member Baker reported that upgrading and repairing all electrical outlets on the poles will cost approximately \$1,200 and indicated the crew may have completed this. Dawnette reviewed the pricing for various decoration options, noting that all mounting brackets are included in the listed prices.

Council Member Baker stated that public feedback from the previous meeting indicated support for allocating funds toward Christmas decorations.

Council Member Ivie asked for clarification on the funding source for the decorations, specifically whether the cost would be covered by the RAP Tax or the General Fund. He also asked if Dawnette believed there were other beautification projects that would be a better investment for the city, given the current scrutiny over government spending. Dawnette responded that, at this time, she did not believe there were other projects that would be more beneficial, this is a great starting point. She emphasized the need to secure a storage location for the decorations. Options were discussed.

MOTION by Council Member Bruton seconded by Council Member Baker to approve \$15k for the purchase of Main Street Christmas Decorations by Dawnette Browning/ Beautification Committee.

- Mayor Pro Tempore Hamilton – Aye
- Council Member Bruton - Aye
- Council Member Adams – Aye
- Council Member Ivie – Aye
- Council Member Baker – Aye

Motion carried by unanimous vote.

8. Ratification of the Appointment of Deputy Recorder

Minutes:

Mayor Pro Tempore Hamilton reported that Jessica North was hired as Deputy Recorder.

MOTION by Council Member Ivie, seconded by Council Member Baker to appoint Jessica North as Deputy Recorder.

- Mayor Pro Tempore Hamilton – Aye
- Council Member Bruton - Aye
- Council Member Adams – Aye
- Council Member Ivie – Aye

- Council Member Baker – Aye
- Motion carried by unanimous vote.

9. Swearing-in of Deputy Recorder

Minutes:

Jessica North, Deputy Recorder was sworn in by City Recorder Myra Young.

10. Mickelson Building Contract Approval

Minutes:

Mayor Pro Tempore confirmed that all requested changes have been made and accepted by all parties, and the next step is to approve the Mickelson Building contract.

MOTION by Council Member Ivie seconded by Council Member Adams to approve the contract as written and proceed with signing the Mickelson Building contract.

- Mayor Pro Tempore Hamilton – Aye
- Council Member Bruton – Aye
- Council Member Adams – Aye
- Council Member Ivie – Aye
- Council Member Baker – Aye

Motion carried by unanimous vote.

11. 15-Minute Open Session

Minutes:

Bruce Thomas approached the City Council to express concerns about price gouging and fraudulent business practices occurring in Duchesne. He stated that multiple residents have shared similar concerns with him. He provided examples of products being priced \$4–\$5 higher at different locations and urged the City Council to take action to protect residents. Bruce suggested implementing consequences for businesses caught price gouging, such as revoking their business license or imposing fines. He also proposed adding a statement to business license applications outlining these penalties. Additionally, he mentioned that a local business has already been reported to the Attorney General for engaging in bait-and-switch practices.

Bruce also raised concerns about aircraft activity near his residence. He stated that planes are making turns at approximately 75–100 feet above his home, disrupting his sleep. He questioned whether the full 43,000 feet designated for turns was necessary.

In response, Council Member Ivie addressed the issue of price gouging, explaining that Utah already has protections in place through the Division of Consumer Protection. This agency has the authority to fine businesses up to \$1,000, issue cease-and-desist orders, and potentially shut down businesses found guilty of price gouging. Ivie noted that price gouging is defined by the Consumer Price Index (CPI) and expressed doubt that the city could enact regulations exceeding those already established by the state.

Council Member Baker also responded, explaining that the city lacks the resources to monitor and enforce price gouging regulations. He emphasized that the state has dedicated personnel to handle such matters and encouraged Bruce to report any concerns directly to state authorities.

12. Book Of Complaints, Concerns And Comments

Minutes:

There were no complaints, concerns & comments recorded in the book.

13. Mayor And Council Review Of Old Business

Minutes:

Council Member Bruton provided an overview of the packet compiled by Anna Dilello, which contains historical information regarding the city's water supply, diversion facilities, and a 1977 memorandum/carriage agreement between Duchesne City and Rocky Point. The primary issue discussed is the request to extend secondary water to the Old Farm Road area and the possibility of incorporating this into the ongoing sewer project to reduce future costs.

Bruton explained that discussions with residents have revolved around whether the necessary pipes and valves could be installed now so they could be connected later at their own expense and timeline. According to the 1977 document, Duchesne City was granted the right to two diversions for city use in perpetuity after paying \$6,500. Additionally, Rocky Point granted the city the right to convey three second-feet of water through the canal, with the option to increase this to ten second-feet in the future.

Bruton spoke with Matt Betts, who believes there is a more recent carriage agreement, but attempts to locate it have been unsuccessful. If the updated agreement cannot be found, the 1977 document will be the default reference, requiring further discussion between Matt and the Old Farm Road residents. Bruton has reviewed the documents and invited other council members to do the same while awaiting Mayor Rowley's review.

Anna Dilello has been leading the research and document gathering efforts. The Old Farm Road Group has been advised to formalize their organization, which is why the ditch company bylaws are included in the packet. At the county level, Deb Herron is assisting them in this process. Mayor Rowley expressed concern regarding easements and noted that although two existing diversions are recorded, they are currently buried and cannot be located. Council Member Ivie clarified that these diversions are already in use, and Cal Carmen reserved two 20-foot easements for both turnouts but never surrendered any water rights for that subdivision.

Council Member Ivie asked for clarification on what exactly the Old Farm Road residents are requesting from the city. Bruton outlined three key requests:

Confirmation of a secondary water supply—documents indicate they have the right to access this. An updated carriage agreement to formalize the arrangement. Participation in the sewer project to help reduce costs. At this point, Rocky Point is unwilling to move forward until the missing document is found, and a meeting between Mayor Rowley and Matt Betts is necessary to determine the next steps.

14. Work Session

Minutes:

There was no work session held.

15. Executive Session

Minutes:

There was no executive session held.

16. Adjournment

Minutes:

MOTION by Council Member Bruton seconded by Council Member Ivie to adjourn the regular City Council meeting at 7:32 pm.

- Mayor Pro Tempore Hamilton- Aye
- Council Member Bruton– Aye
- Council Member Adams– Aye
- Council Member Ivie – Aye
- Council Member Baker – Aye

Motion carried by unanimous vote.

Attest:

Myra Young, Recorder: Myra Young

Contact: Myra Young (myoung@duchesnecity.com 435-738-2464) | Minutes published on 03/14/2025, adopted on 03/11/2025