



Regular Town Council Meeting

Minutes

Wednesday, May 14, 2025 at 7:00 pm

Meeting Location: Dutch John Community Center 530 South Blvd.

Public Access

Meeting access is available electronically. See <https://dutchjohn.gov/pages/calendar> for more details.

1. Call to Order / Pledge of Allegiance

Minutes:

- Call to order at 7:03pm

2. Roll Call

Minutes:

- Council & Town Members: Butch Johns, Sandy Kunkel, Al Pulham, Amy McDonald, Allen Parker (online), Rachel Albritton
- Public: Keri and Frank Nakamura, Michelle Miller, Leonard Isaacson, JayDee Guymon

3. Consent Agenda

a. Minutes of meeting: April 23, 2025

Minutes:

- Al Pulham had a minor grammar adjustment under the airport underlay ordinance.
- No comment or concerns regarding Business Licenses or the Voucher List
- No Correspondence was noted

Al Pulham moved to accept the consent agenda with the corrections to the minutes for the 23rd of April. Amy seconded the motion. All in favor. No opposed.

b. Business Licenses: Jack O'Neal, Thomas Drew Pozzi, Michael Jensen, Ron Campbell, Bruce Hoskisson

c. Expenditures: Vouchers List

d. Correspondence:

4. Committee / Staff Reports

Minutes:

- Mayors Report
 - The Town was selected for the governor's economic development plan (Butch was

unsure of the exact name for this). Butch had a zoom meeting with a representative in Moab. This meeting was an initial introduction which provided an overview about the Town. Amy and Al were nominated to be on the committee.

- Email from UDOT for the transportation grant to create a road plan for the Town. We were not selected.
- Planning & Zoning
 - PnZ has rescheduled meeting back to the first and third Wednesdays of the month.
- Building & Grounds
 - We no longer have a maintenance and grounds employee and Al posed if the Town should hire someone else. The Council agreed to put this on the agenda for the next meeting. In the meantime, Al is working on covering some maintenance as he does need some assistance with certain tasks.
- Cemetery
 - The angel has been ordered.
 - Memorial weekend is coming up. The irrigation system has been programmed so the area should look nice for the holiday weekend.
 - The flag pole is up and working.
 - Butch got a quote back for re-surveying - \$3500. All of the documents needed for the grant discussed in previous meetings are in the old courthouse.
 - The software program has been dropped. The cost is not worth it at the moment but it does need to be resurveyed.
- Freedom Festival: July 5, 2025
 - Porta potties lined up.
 - Fireworks lined up (22 minutes).
 - Dave McDonald is working on donations to help cover costs..
 - Butch is looking for vendors. Sandy explained that the Town of Vernal requires vendors to sign up by a certain time in order to secure a spot for the fourth of July event and they may be looking more toward that than to us.

a. Mayor's Report

b. Volunteer Fire Department

c. Planning and Zoning

d. Building and Grounds

e. Cemetery

f. Freedom Festival: July 5, 2025

5. Public Comment

Minutes:

- Leonard Isaacson : Emergency Manager for Dagget County
 - Presented a series of flood maps to the Town. He explained that the red areas are normal flow, blue is 10 year high, orange is 50 year high. One of the issues they found is where the orange flows over the top of the road. He recommended to talk with the state about future improvements. Currently overall, the town looks good. Made recommendations on where not to build.
 - He stated his disappointment in the Town's lack of participation in the Emergency planning process and strongly encouraged the Council members to be more involved in future meetings.
- Michelle Miller: Emergency Planning Committee for the County
 - Michelle also emphasized the importance of the Town's participation in emergency planning.

- She noted that all Council members should be taking the NIMs training online (#1,2,7,8), and that training should be completed every 3-5 years. She also recommended taking the 402 class which goes over what the Towns role is in the Incident Management System.
- Sandy asked if there are consequences for a lack of participation. Michelle asked, "Why wouldn't you participate?". Michelle took the opportunity to reemphasize that the towns participation is vital in allowing the Town to be prepared in certain emergency situations. Additionally, some grants do require participation and a current training status.
- JayDee Guymon
 - JayDee met with Cory Auger and noted that there are deficiencies on the brush truck that needs to be addressed.
 - Cory will be here in (2) weeks to discuss some changes.
 - The Towns commitment this year is \$3,409. This value is expected to be an in-kind contribution. JayDee will write up a list of proposed actions that would go toward that bottom line and will present that to the Town for review during the next meeting.
 - Leonard also provided additional information on activities the Town has already participated in or plans to participate in that could also go toward this commitment.
 - JayDee does say to be prepared for a potentially active fire season.

6. Old Business

a. Review Comments from Public Hearing on CIB Grant Application for Improvements to the Dutch John Fire Station and Converting the Old Post Office Building to a Health Clinic and EMS Center - Discussion and Possible Action

Minutes:

- No additional comments.
- Application due tomorrow (Thursday, May 15, 2025).
- Butch recommended starting on next year's CIB sooner rather than later.

Amy made a motion to submit the application to the CIB for the fire station and old post office building. Harriet second. All in favor. No opposed.

7. New Business

a. Resolution 2025-02 Resolution to Levy a Property Tax - Discussion and Possible Action

Minutes:

- This is stating the intent for the Town to Levy a Property Tax. Everyone has a copy and has reviewed the resolutions. It is posted on the Public Notice website and the Town will have a public hearing on Aug 13, 2025. The county auditor reserves the right to change the date if there are conflicting hearings on the same day for Truth and Taxation. There is a public hearing on June 11, 2025, for the intent to levy a property tax.
- Harriet has already sent an email to the county as a courtesy and a signed letter will go out next week.
- Harriet made a motion to approve resolution 2025-02 and to follow through with all of the regulations with the Utah code. Amy second.
 - Butch Johns - yes
 - Sandy Kunkel - yes
 - Al Pulham - yes

- Amy McDonald - yes
- Harriet Dickerson - yes
- Amy acknowledged that this is a big deal but we have not reached a point of "no return". Al does have concerns about the impact to the Town and the precedent that this may set. Al noted that residents are likely not to support this and Sandy noted that the second home owners will be the ones that are hit the hardest and have no say. Butch suggested that this item will be placed on the next work agenda for further discussion. Amy suggested that we hold a Town Hall to discuss and share information on this topic with the residents.

b. Review Comments from Public Hearing on the 2026 Tentative Budget - Discussion

Minutes:

- There were no public comments to discuss.
- Amy asked for clarification on the process for changes to the budget presented tonight. Keri said that the Town has until June 11 to update the budget before it's committed. Tonight the Town tentatively accepts the tentative budget.

c. Resolution 2025-03 Resolution to Tentatively Adopt the Tentative Budget, Establishing Date, Time and Place for Public Hearings and Ordering Publication of Notice as Required by Law - Discussion and Possible Action

Minutes:

- Harriet made a motion to adopt the 2025-03 resolution as read. Amy second.
 - Butch Johns - yes
 - Sandy Kunkel - yes
 - Al Pulham - yes
 - Amy McDonald - yes
 - Harriet Dickerson - yes
- The resolution passes with a unanimous vote.

d. Conversion of Treasurer/Recorder Position to a Part-Time Hourly Appointed Position - Discussion and Possible Action

Minutes:

- Rate is \$22.50 / hour.
- Title of Treasurer / Recorder is kept
- Can work no more than 29 hours but Amy plans to stay between 20-25.
- This position would begin at the beginning of the next fiscal year.
- Sandy asked how this would work with Amy's other job. Amy acknowledged that some planning and discussion is still needed.
- Sandy suggested that there should be a contract drawn up to support this, or at minimum the Towns lawyer should be consulted about what is needed. Butch will ask Nate tomorrow what the correct procedure is. Table the action until the next meeting.

8. Closed Session, if necessary* Pursuant to 52-4-20

9. Adjournment

Minutes:

- Amy made a motion to adjourn. Al seconded. All in favor.
- Meeting was adjourned at 8:22pm.



Deputy Clerk