

MINUTES OF THE TOWN COUNCIL
MEETING
OF THE TOWN OF CLARKSTON

May 6, 2025
7:00 P.M.

Town Council Meeting held at the Clarkston Town Hall, 50 South Main, Clarkston, UT

Attendance: Mayor N. Craig Hidalgo

Councilmembers: McCall Stephensen, Adam Hanover, Mike Kelly

Town Clerk: Kristi Hidalgo

Absent: Councilmember Jared Petersen

Public Attendance: N. Gail Godfrey, Mark Kidman, Lindsey Balls, Sheriff Chad Jensen – Cache County Sheriffs Office

1. **CALL TO ORDER**

Mayor Hidalgo called the Clarkston Town Council to order at 7:01 p.m. Councilmember M. Kelly led the Pledge of Allegiance to begin the meeting.

Mayor Hidalgo addressed the minutes of the Clarkston Town Council Meeting held April 15, 2025. Councilmember A. Hanover motioned for the Clarkston Town Council to approve and adopt the minutes of April 15, 2025. Councilmember M. Stephensen seconded the motion. All in favor “Aye”. Motion Carried.

2. **BUSINESS**

Youth Council Liaison – Youth Councilmember Lindsey Balls reported that the youth council has planned a service project for Saturday May 17, 2025 at 10:00 a.m. They will be cleaning headstones and picking up trash at the cemetery. Participants should bring brushes, hand towels, and cleaning supplies.

Cache County Sheriff Chad Jensen – Law Enforcement and Animal Control Contracts - Calls for Service - Sheriff Chad Jensen reported that last year (FY 2024) there were 126 calls for service in Clarkston and through the first nine months of this year (FY 2025) there have been 98 calls for service. Averaging that out through the end of the fiscal year it will be about 130 calls for service. Calls for service have been consistent over the last few years. Sheriff Jensen noted that animal calls have gone up more this year than last year.

Hours of Service - Sheriff Jensen informed the Council that last year (FY 2024), the Cache County Sheriff's Office spent 323 hours in Clarkston and the contracted hours were 161. This year (FY 2025) through nine months, they have spent 242 hours in Clarkston. Averaging that out through the end of the fiscal year it will be about the same as last year and the contracted hours are 185.

FY 2026 Contract - For the upcoming FY 2026 contract, Sheriff Jensen proposed a one-year agreement that includes a necessary increase in the hourly rate. The hourly rate for law enforcement services provided under the agreement will be increased from \$52.35 per hour to \$56.00 per hour. The new contract amount will be \$10,360. That is an increase of \$676. The contracted hours remain the same at 185.

FY 2026 Animal Control Contract – The Animal Control Contract is a three-year cycle contract that began in FY 2025. In FY 2025 Clarkston paid \$3,475 for 100 hours of service. In FY 2026 Clarkston will pay \$3,750 for 100 hours of service, an increase of \$275. The Animal Control Contract will increase another \$275 in FY 2027.

Animal Shelter – Sheriff Jensen stated that the animal shelter has been fantastic so far. He reported that four dogs had been picked up and taken to the shelter from Clarkston. All four dogs were picked up by their owners and the owners paid all the Impound Fees for their dogs. Clarkston did not have to pay anything. Sheriff Jensen said that since the shelter opened, they have taken in about 5,500 animals and about 92% of the animals have been claimed by their owners. The owners have paid all associated fees. Sheriff Jensen reiterated that cities, towns, and counties aren't paying for that service. For those animals that do not get picked up by their owners they have a 99% success rate of getting those animals adopted. Since the shelter opened, they have only had to put 5 dogs down. Three of those dogs were involved in a crash with their owner and were severely injured and the other two were St. Bernards that were so mean that they couldn't be adopted out. Sheriff Jensen said that the animal shelter has been a great service and is holding its own.

Trap, Neuter, and Release Program (TNR) – Sheriff Jensen informed the Council of the TNR Program offered by the Sheriffs Office. Providence is the only city paying for this service. They will trap the cats, spay or neuter them and release them back where they were trapped. Citizens can also go and pick up traps from animal control themselves. Once the cats are caught animal control will come and pick them up, have them spayed or neutered and release them within a block of where they were trapped. It costs approximately \$16 per cat.

Mayor Hidalgo reported that the Cache County Council adopted a resolution on December 10, 2025, instituting a county option sales tax of 0.3% in order to supplement public safety. Mayor Hidalgo wondered why Sheriff Jensen was proposing an increase in the FY 2026 Law Enforcement Contract if they are going to get several million dollars of this tax money for public safety. Sheriff Jensen responded that he doesn't have anything to do with the taxing or how the County gets funds. He submits a budget, and the County determines how to fund the budget. Sheriff Jensen stated that he was not aware of how the County would be distributing that special sales tax.

FY 2026 Proposed Budget Discussion - Mayor Hidalgo presented the Fiscal Year 2026 Proposed Budget to the Council. The Council reviewed and discussed Mayor Hidalgo's FY 2026 Proposed Budget. Mayor Hidalgo stated that the budget remained close to the same as last year. There were only a few minor changes made to the FY 2026 Proposed

Budget. Mayor Hidalgo highlighted the following:

Revenue

- Sales Tax - Mayor Hidalgo forecasts that Clarkston Town would receive approximately \$120,000 in FY 2026. That is an increase of \$10,000.
- RAPZ Tax Grants – In 2024 Clarkston Town was awarded \$45,266 for Pickleball Courts. This year Clarkston Town applied for another RAPZ Tax Grant in the amount of \$33,902 for Pickle Ball Court lighting. If awarded, the total RAPZ Tax revenue would be \$81,668.
- Sanitation Collection Fee – Increased \$10,000 due to the Waste Management Rate increase.
- 911 Fee - Increased \$2,000 due to the Dispatch Services Rate increase.

The total General Fund Revenue for FY 2026 is \$641,728.

Expenditures

- Sanitation Collection Fee – Increased \$10,000 due to the Waste Management Rate increase.
- 911 Fee - Increased \$2,000 due to the Dispatch Services Rate increase.
- Parks Department – A Utility GL Account was created to cover the old town hall utilities and pickleball court lighting usage. \$3,000 was budgeted for that.
- RAPZ Tax - In 2024 Clarkston Town was awarded \$45,266 for Pickleball Courts. This year Clarkston Town applied for another RAPZ Tax Grant in the amount of \$33,902 for Pickle Ball Court lighting. If awarded, total RAPZ Tax expenditures would be \$81,668.
- Capital Outlay – Equipment unappropriated Fund – Increased \$10,000 to repair or install a new road going to the Road Department Building on the north side of the old town hall.

The total General Fund Expenditures for FY 2026 are \$641,728.

Water Utility Fund – Mayor Hidalgo stated that the FY 2026 revenue remained the same as FY 2025 at \$172,300. Expenditures was increased \$6,000 to help cover the cost of installing a generator that will run the town hall and fire station in the event of a power outage. The total FY 2026 Water Fund expenditures are \$154,441.

Perpetual Care Fund – Mayor Hidalgo said that the Cemetery FY 2026 Budget remained close to the same as last year. There were only a few minor changes made. The total FY 2026 revenues are \$33,500 and the total expenditures are \$33,500.

Resolution 25-06 “A Resolution Adopting the Clarkston Town FY 2026 Proposed

Budget" - Mayor Hidalgo asked if there was any further discussion by the Council prior to passing the resolution. There was none. Mayor Hidalgo read the resolution and asked for a motion to adopt Resolution 25-06. Councilmember M. Stephensen motioned for the Council to approve and adopt Resolution 25-06. Councilmember A. Hanover seconded the motion.

Roll Call Vote:

Mayor Hidalgo	<u>X</u>	Aye	<u> </u>	No	<u> </u>	Abstain	<u> </u>	Absent
Councilmember M. Stephensen	<u>X</u>	Aye	<u> </u>	No	<u> </u>	Abstain	<u> </u>	Absent
Councilmember M. Kelly	<u>X</u>	Aye	<u> </u>	No	<u> </u>	Abstain	<u> </u>	Absent
Councilmember A. Hanover	<u>X</u>	Aye	<u> </u>	No	<u> </u>	Abstain	<u> </u>	Absent
Councilmember J. Petersen	<u> </u>	Aye	<u> </u>	No	<u> </u>	Abstain	<u>X</u>	Absent

Set Public Hearing Date for FY 2025 Amended Budget and FY 2026 Budget - It was decided that the Public Hearing for the FY 2025 Amended Budget and FY 2026 Budget, would be held June 3, 2025 at 7:00 pm in the Town Hall. The regularly scheduled Town Council Meeting will be held immediately following the Public Hearing

Resolution 25-07 "An Interlocal Cooperation Agreement Between Cache County and Clarkston Town Regarding Full Election Services for the 2025 Municipal Election" - Mayor Hidalgo asked Town Clerk Kristi Hidalgo to summarize the resolution for the Council. Mrs. Hidalgo explained that the resolution states that Clarkston Town is going to contract with Cache County for Election Services for the 2025 Municipal Election. The resolution specifies what services the county will provide and what services Clarkston Town is responsible for. A cost estimate for their services is also included. It will cost approximately \$2,100 for them to administer a vote by mail election for Clarkston Town. If the election is cancelled the town would not be liable for any election costs.

Mayor Hidalgo asked if there was any discussion by the Council prior to passing the resolution. There was none so Mayor Hidalgo asked for a motion to adopt Resolution 25-07. Councilmember A. Hanover motioned for the Council to approve and adopt Resolution 25-07. Councilmember M. Kelly seconded the motion. All in Favor "Aye". Motion carried.

Roll Call Vote:

Mayor Hidalgo	<u>X</u>	Aye	<u> </u>	No	<u> </u>	Abstain	<u> </u>	Absent
Councilmember M. Stephensen	<u>X</u>	Aye	<u> </u>	No	<u> </u>	Abstain	<u> </u>	Absent
Councilmember M. Kelly	<u>X</u>	Aye	<u> </u>	No	<u> </u>	Abstain	<u> </u>	Absent
Councilmember A. Hanover	<u>X</u>	Aye	<u> </u>	No	<u> </u>	Abstain	<u> </u>	Absent
Councilmember J. Petersen	<u> </u>	Aye	<u> </u>	No	<u> </u>	Abstain	<u>X</u>	Absent

Business License Applications – Mark Kidman – Mark Kidman was present at the Meeting. Mayor Hidalgo stated that the name of the business is Cleanit. Mr. Kidman stated that it is a commercial cleaning business. No cleaning materials will be kept at his

home. They will be stored in a storage unit in Logan, Utah. In the future they will incorporate residential cleaning and new construction clean up. Parking is not an issue. Councilmember A. Hanover motioned to approve the business license. Councilmember M. Stephensen seconded the motion. All in Favor "Aye". Motion carried.

Gibert Salas – Gilbert Salas was not present at the meeting. Mayor Hidalgo stated that the name of the business is Gammie's. Mr. Salas would be selling nonperishable food items such as bread and cookies from a small shed on his property located at 80 North 100 East. Mayor Hidalgo asked Councilmember A. Hanover to further explain the business.

Councilmember A. Hanover stated that the way this business license was presented to the planning commission was that he would have a small stand that would not be in the public right of way and there would be plenty of space for people to park. The planning commission did let him know that if he put up a shed he would either need a zoning permit or a building permit depending on the size of the structure. Councilmember A. Hanover said that with that information the planning commission approved the application. However, he does not have plenty of parking space, has erected a shed without getting a Zoning Permit and placed it on the town public right of way. The Council determined to approve the business license with the following conditions:

1. Provide signage details that meet the Clarkston Town Code.
2. Remove vehicles and clear parking space for patrons.
3. Receive a Zoning Permit.
4. Receive positive approval for business from Bear River Health Department.

Councilmember A. Hanover motioned to approve the business license with the specified conditions. Councilmember M. Stephensen seconded the motion. All in Favor "Aye". Motion carried.

- Amphitheater Use Requests – Benson Utah Stake – Mayor Hidalgo stated that Boston Mecham representing the Benson Utah Stake had turned in a request to use the amphitheater on June 1, 2025 from 5:30 to 7:30 pm for a youth fireside. There will be 300 - 450 people in attendance. It was determined that to accommodate that many people they would need to arrange for at least 5 porta-potties to be brought in and placed on the cement pad by the cemetery restrooms and that no parking would be allowed inside the cemetery. Councilmember M. Stephensen motioned to approve the Amphitheater Use Request. Councilmember M. Kelly seconded the motion. All in Favor "Aye". Motion carried.

3. Departments

Mayor Hidalgo – Town Hall Naming – Mayor Hidalgo presented a recommendation for a town hall sign. See Exhibit A Mayor Hidalgo stated that the sides would be two brick pillars and in the middle of the two pillars would be a stone sign that says Clarkston Town Hall and Community Center. It would cost around \$4,000. Councilmember A. Hanover was concerned with the cost of the sign and would rather have a simple inexpensive sign

made. The Council discussed and decided to just have a metal sign made and hung on the building.

Roads Department – Grader Repairs - Mayor Hidalgo mentioned that the mechanic has been working on the grader and the transmission is working. The front wheel drive is not engaging and there are several hydraulic lines that need to be replaced. These are additional repairs that need to be done. Mayor Hidalgo stated that the mechanic has come in under the \$9,000 estimate and should be able to do these repairs and stay within budget.

Councilmember M. Stephensen – April Warrant List – Councilmember M. Stephensen presented the Warrant List for April 2025. Councilmember A. Hanover motioned for the Clarkston Town Council to approve the Warrant List as read. Councilmember M. Kelly seconded the motion. All in favor “Aye.” Motion carried.

Youth Council – Service Project – Councilmember M. Stephensen said that the youth council service project will be on Saturday May 17, 2025 at 10:00 a.m. They will be cleaning headstones and picking up trash at the cemetery. Everyone is invited to come.

Pony Express Days – Councilmember M. Stephensen reported that she is still working on the schedule and getting everything confirmed. Plans are well underway.

Councilmember A. Hanover – Planning Commission – Councilmember A. Hanover reported that at the Planning and Zoning Meeting held April 17, 2025 the Planning Commission had a discussion on the Minor Subdivision Code and the Subdivision Code and the differences between them. The Planning Commission will not be holding a meeting in May because there is no relevant business to discuss.

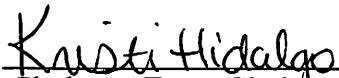
Councilmember M. Kelly – Cemetery Department – Councilmember M. Kelly reported that the water had been turned on at the cemetery and that Cemetery Sexton Jeremy Hidalgo would be purchasing sod to place on new grave sites.

4. RELEVANT BUSINESS

Next Meeting – The next Town Council Meeting will be held on Tuesday May 20, 2025 at 7:00 pm.

5. ADJOURN

There being no further business to come before the Council, Councilmember M. Stephensen motioned that the Clarkston Town Council Meeting be adjourned. Councilmember A. Hanover seconded the motion. All members present voted “Aye.” Motion carried. The meeting was adjourned at 8:07 p.m.



Clarkston Town Clerk

