



**Town of Mantua Council Meeting Minutes**

**May 15, 2025**

**Location: Town Hall, 409 North Main, Mantua, Utah**

**Council Members Present:** Mayor Terry Nelson, Karen Nelson, Ken Jones, Matt Jeppsen, Jared Jeppsen

- Sherita Schaefer – Recorder

**Audience Present for Town Council Meeting:** Pam Eaves, Marcus Abel, Keith Johnson, Keaton Haviland, Alicia Hodges, Darla Jones, Skyler Nelson, George Stewart II, JoAnn Jeppsen, Jason Jeppsen, Steve Jeppsen, Tim Miles, Don Ruhl

Meeting opened by **Mayor Terry Nelson**, followed by an invocation from **Ken Jones**.

Pledge of Allegiance – led by **Mayor Terry Nelson** followed by all in attendance.

**Meeting minutes held on April 17<sup>th</sup> 2025. (Approved, vote: 5-0)**

Correction to be made:

**Ken Jones** asked for the sewer and impact fees be changed to a service fee rather than an impact fee.

**Emergency Town Council Meeting held on April 24<sup>th</sup> 2025**

Correction to be made:

The council members have asked for the date of the emergency town council meeting be changed from April 17<sup>th</sup> to April 24<sup>th</sup> to reflect the date the meeting was held.

**Consideration to pay the Bills:**

**Karen Nelson** made a motion to approve the bills, **Jared Jeppsen** seconded.

**Yes votes:** Mayor Terry Nelson, Ken Jones, Karen Nelson, Matt Jeppsen, Jared Jeppsen

**No votes:** None

**Abstained:** None

**MOTION PASSED**

**Public Comment:**

**Felicia Hodges** shared her concerns regarding a proposed development near her property, where half-acre lots are planned along her property line. She expressed strong opposition to this development, stating that it would negatively impact the rural character of the community she has lived in for 25 years. **Felicia Hodges** confirmed her property size is 2.5 acres and mentioned that the development would be adjacent to the Jeppsen's land. She

clarified that she only recently became aware of the development plans and reiterated her disapproval, emphasizing the importance of maintaining the community's rural atmosphere.

**Darla Jones** discussed **Felicia Hodges** regarding the proposed zoning changes. She reminded the audience that the town had previously established a general plan aimed at preserving the rural character of the community. **Darla Jones** expressed her belief that many residents, including **Felicia Hodges**, would prefer to maintain larger lot sizes rather than move towards smaller half-acre developments.

#### **Presentations:**

##### **Young Ford presentation of funds for the Easter Egg event**

**Karen Nelson** made an announcement regarding Young Ford's contributions to community events. She noted that **Skyler Nelson** was present during the meeting, representing Young Ford. **Karen Nelson** highlighted the company's donation of \$500 to sponsor the 2025 Easter egg hunt and their additional commitment of \$1,000 to support Little Valley Days 2025. She also mentioned the donation of the Easter Bunny costume from an anonymous Mantua resident. **Karen Nelson** expressed appreciation for Young Ford's generosity and support for these community activities.

#### **Discussion and Action Items:**

**Ava Hanson – Renting ADU space from a private resident-** Was not in attendance.

##### **Clean Slate – Keaton Haviland**

**Keaton Haviland** from Clean Slate introduced his garbage collection company, which is based in Logan. He noted that they provide residential garbage collection, front-load dumpsters, and roll-off dumpsters. He highlighted their experience with the city of Providence and their focus on meeting community needs. He also mentioned that Clean Slate is a local, family-owned business with three years of experience in garbage collection.

##### **RYTEL – George Stewart II**

**George Stewart II** from RYTEL discussed phone services for the town hall. He highlighted the benefits of their system, including direct phone numbers, voicemail transcription, and calling from a computer or mobile app. Pricing starts at \$21.95 to \$23.95 per phone, with additional costs for texting features and mass texting options. He suggested including city council members in the phone menu for public calls.

##### **COLA**

A proposal was presented regarding a 4% cost of living raise for employees. The mayor sought approval from the council for this adjustment. The council also stated that **Jonathan Castillo** and **Dakota Midkiff** would be exempt from this COLA. The budgets reviewed earlier included provisions for this 4% increase, which is set to take effect at the beginning of the new fiscal year on July 1, 2025.

**Karen Nelson** made a motion to give the employees of Mantua a COLA of 4% to begin with the new fiscal year except for **Dakota Midkiff** and **Jonathan Castillo** from the police department, **Matt Jeppsen** seconded.

**Yes votes:** Mayor Terry Nelson, Ken Jones, Karen Nelson, Matt Jeppsen, Jared Jeppsen

**No votes:** None

**Abstained:** None

**MOTION PASSED**

**Judge Kevin Nelson** received a raise based of the AOC recommendation of 5.2% which is set to take effect at the beginning of the new fiscal year on July 1, 2025.

**Karen Nelson** made a motion **Kevin Nelson** be given a raise based on the AOC recommended of 5.2%, **Jared Jeppsen** seconded.

**Yes votes:** Mayor Terry Nelson, Ken Jones, Karen Nelson, Matt Jeppsen, Jared Jeppsen

**No votes:** None

**Abstained:** None

**MOTION PASSED**

The council states that **Angela Madsen Conell** has been working for the town for two years and is the least paid employee to which she will receive a merit raise of \$0.50 to begin with the new fiscal year on July 1, 2025.

**Karen Nelson** made a motion to give a merit raise of \$0.50 to bring Angela Madsen Conell closer to in line with pay like the other employees, to begin with the new fiscal year on July 1, 2025, **Matt Jeppsen** seconded.

**Yes votes:** Mayor Terry Nelson, Ken Jones, Karen Nelson, Matt Jeppsen, Jared Jeppsen

**No votes:** None

**Abstained:** None

**MOTION PASSED**

### **Keith Johnson – Maple Springs Park Improvement Proposal**

**Keith Johnson** presented a proposal for improvements to Maple Springs Park and noted that the Jeppsen family had generously donated 2.5 acres of land for the park as part of the area's development, which is not included in the financial totals. He outlined that a total of approximately \$930,000 has been spent on the park so far, which includes \$596,000 from various grants and cash donations, as well as \$333,000 in in-kind donations and volunteer work valued at a state wage of \$30 per hour.

**Keith Johnson** emphasized the significant return on investment from impact fees, calculating that each dollar spent on impact fees yields \$7.50 to \$12 worth of value for the park. He recognized several volunteers who contributed substantial efforts to the project and requested approval for a motion to purchase aluminum tables, bleachers, and dog waste stations, totaling up to \$21,000. The proposed items included 15 tables, 1 ADA-compliant table, and four movable bleachers for use around the park's pickleball and tennis courts. The bleachers would also be utilized for events at Main Street Park, as they are designed to be light and portable.

**Karen Nelson** made a motion to get the aluminum tables, the ADA compliant aluminum table, aluminum bleachers, dog waste stations, which will include all the shipping cost for \$21,000 from the park and facilities to be used in this physical year, **Jared Jeppsen** seconded.

**Yes votes:** Mayor Terry Nelson, Ken Jones, Karen Nelson, Matt Jeppsen, Jared Jeppsen

**No votes:** None

**Abstained:** None

**MOTION PASSED**

**Keith Johnson** presented plans for improvements at Maple Springs Park, including completing bathrooms funded by \$25,000 from Box Elder Tourism and \$18,000 from AARP. He discussed upcoming projects such as installing playground equipment and upgrading the bicycle pump track. Additionally, he proposed a \$14,000 snow-making machine and a \$35,000 bandstand for events.

### **Council Vote on Street Lights**

**Marcus Abel** reviewed the proposed motion-activated lights. He stated that the lights lumens are low and they would be installed at a height of 20 feet. **Marcus Abel**, mentioned he had paperwork related to the project and requested a budget of \$6,000 for the lights. He presented an option for lights priced at \$400 each, indicating it was a cost-effective choice. He noted that warranties were comparable across options and suggested the chosen lights were the best fit for the project.

**Matt Jeppsen** made a motion to purchase the street lights not to exceed \$6,000.00, **Karen Nelson** seconded.

**Yes votes:** Mayor Terry Nelson, Ken Jones, Karen Nelson, Matt Jeppsen, Jared Jeppsen

**No votes:** None

**Abstained:** None

**MOTION PASSED**

### **Flume Hollow Flow Meter**

**Marcus Abel** reported that the annual water report indicated more water had been sold than produced. He noted issues with the meter on the spring, which is over 25 years old, and suggested it needs replacement.

**Marcus Abel** found flow meters priced at \$6,000 and \$4,000 but located one for \$2,400 from **Steve Hansen**. He explained that the current meter is not accurately reading water flow, leading to discrepancies in sales records. Last year's figures showed an eight-million-gallon discrepancy due to the malfunctioning meter and wants to purchase a new meter. The replacement of the flow meter is necessary, and he has taken steps to address it.

### **Vote Ordinances and Resolutions**

**AN ORDINANCE AMENDING ORDINANCE ADOPTED SEPTEMBER 2, 1982, FOR ESTABLISHING A TIME AND PLACE FOR THE HOLDING OF REGULAR MEETINGS.**

The council addressed AN ORDINANCE AMENDING ORDINANCE ADOPTED SEPTEMBER 2, 1982, FOR ESTABLISHING A TIME AND PLACE FOR THE HOLDING OF REGULAR MEETINGS. The council had previously been meeting twice a month, which necessitated the ordinance change since the Town Council meeting changed to once per month. The new ordinance also states that if a meeting falls on a holiday, it will be moved to either Wednesday or Friday, depending on the council's discretion.

**Karen Nelson** made a motion to pass ordinance 2025-05-15 AN ORDINANCE AMENDING ORDINANCE ADOPTED SEPTEMBER 2, 1982, FOR ESTABLISHING A TIME AND PLACE FOR THE HOLDING OF REGULAR MEETINGS, **Jared Jeppsen** seconded.

**Yes votes:** Mayor Terry Nelson, Ken Jones, Karen Nelson, Matt Jeppsen, Jared Jeppsen

**No votes:** None

**Abstained:** None

**MOTION PASSED**

#### ORDINANCE ESTABLISHING SERVICE FEES AND PENALTIES FOR ACCESSORY DWELLING UNITS (ADUs) IN THE TOWN OF MANTUA, UTAH

Under the advisement of the town attorney the council will postpone reviewing AN ORDINANCE ESTABLISHING SERVICE FEES AND PENALTIES FOR ACCESSORY DWELLING UNITS (ADUs) IN THE TOWN OF MANTUA, UTAH until the June 18th town council meeting.

#### Amending RESOLUTION NO. 2025-5-15 Town Council Meeting Schedule for 2025

The council explained that the resolution changes the date of the scheduled meeting from June 19th to June 18th due to Juneteenth. The meeting will take place on Wednesday, June 18th, at 5:30 PM for the Final Approval of 2025-2026 Adopted Budget Meeting and at 6:30 PM for the Town Council Meeting.

**Karen Nelson** made a motion to adopt the amendment of RESOLUTION NO. 2025-5-15 Town Council Meeting Schedule for 2025, **Jared Jeppsen** seconded.

**Yes votes:** Mayor Terry Nelson, Ken Jones, Karen Nelson, Matt Jeppsen, Jared Jeppsen

**No votes:** None

**Abstained:** None

**MOTION PASSED**

#### Forsgren Associates Inc

**Ken Jones** discussed the need to consider Forsgren Associates Inc. for engineering projects. He proposed bringing **Craig Rasmussen** in to work with the planning and zoning commission and phasing out Hansen & Associates. **Ken Jones** stated he believes Hansen & Associates is not meeting expectations due to the current needs of the town. He referenced issues with a past impact study and delays in projects, specifically regarding a water tank that has been in the works for several years. **Ken Jones** emphasized that Hansen & Associates may lack the urgency needed for current projects and suggested that **Craig Rasmussen** could

better fulfill the town's engineering needs. **Ken Jones** acknowledged that Hansen & Associates has helped with grant applications.

### **Adoption of Zoning Maps**

**Pam Eaves** provided an overview of the adoption of the new zoning maps and confirmed that letters were sent to property owners impacted by the zoning changes, informing them of their ability to protest. After the public hearing, the committee addressed concerns raised by the community. Pam Eaves discussed amendments to the map, particularly regarding a parcel designated as "MU-5 Parcel," which requires a minimum of five acres to build. She clarified that existing parcels, even under the new zoning, could still allow for construction due to "grandfathering" clauses if unchanged for over 50 years.

**Pam Eaves** highlighted the need for zoning districts to adhere to parcel boundaries and referenced the previous map from 2006. She noted the committee's intent to maintain larger rural agricultural areas and mentioned the decision to eliminate certain commercial zones deemed unnecessary. She stated that future commercial development could be proposed on a case-by-case basis. **Pam Eaves** also addressed specific properties, detailing how the new zoning designation would affect properties such as **tax ID plot 03-235-0001 (R1-20)** and **tax ID 03-052-0002 (R1-20)**. She explained the implications of lot line adjustments, stating that existing properties would retain certain rights unless substantial changes required compliance with new rules.

**Jared Jeppsen** made a motion to accept the planning and zoning new zoning map with two amendments, the first amendment to make is tax ID plot 03-235-0001, R1-20, the second amendment to make is tax ID 03-052-0002 R1-20, **Karen Nelson** seconded.

**Yes votes:** Mayor Terry Nelson, Ken Jones, Karen Nelson, Matt Jeppsen, Jared Jeppsen

**No votes:** None

**Abstained:** None

**MOTION PASSED**

### **Mantua Dog Clinic 2025**

The Mantua Dog Clinic will be held on Saturday, May 17th, from 10 AM to 12 PM. The new mascot, Super Puppy, will encourage pet owners to bring their dogs for vaccinations. Owners must bring proof of spaying and rabies vaccinations, as this has caused issues in previous years. The dog license application will be available, and a link to the clinic page will be sent out via text. Vaccinations will cost \$25 each, and signs will be posted and will be put up for visibility.

### **Tennis Club**

**Karen Nelson** announced a summer recreation program to introduce tennis to kids and adults. She plans to fund free tennis lessons using the parks budget, with the **Thatcher** family conducting the clinics. Lessons will be free, starting June 17th, with a focus on kids but open to adults as well. Tennis rackets would be provided,

and donations of old rackets are welcome. The program has a budget of \$500 to \$600 to encourage community participation.

#### **Tax rate**

**Karen Nelson** discussed tax rates in Box Elder County, noting that last year's rates are available but these years have not yet been established. **Karen Nelson** pointed out that the tax rate is 0.000238, one of the higher rates, but the Box Elder School District has an even higher rate this year. She compared local rates, stating that Mantua's tax rate is higher than Brigham City and Perry but lower than Garland and Tremonton.

#### **Little Valley Days**

**Karen Nelson** discussed preparations for Little Valley Days 2025, noting that several long-time volunteers, will not be involved this year. She is seeking new volunteers and stated this will be her last year organizing the event after 25 years. **Karen Nelson** introduced a new vendor application process to streamline requests for licenses and insurance. She emphasized the need for the council to vote on vendor applications at the June and July meetings.

#### **Planning and Zoning:**

No Comment

#### **Public Works:**

No Comment.

#### **Fire Department:**

No Comment.

#### **Grants Update:** Karen Nelson

**Karen Nelson** expressed appreciation for **Keith Johnson's** contributions to grant efforts. She noted the successful acquisition of \$25,000 and \$18,000 grants, as well as a \$20,000 extension from **UORG**. She highlighted that grants have been crucial, with a total of \$600,000 obtained by **Keith Johnson**.

#### **Council and Mayor Comments**

##### **Mayor Terry Nelson:**

The mayor announced a Memorial Day service at the flagpole in the cemetery to honor veterans, starting at 9 AM on the 26<sup>th</sup> of May. The service will include taps, and he encouraged those who appreciate veterans to attend. The mayor mentioned that about 40 people attended last years' service. In addition, he expressed gratitude to the planning and zoning committee for their hard work and thanked everyone for their dedication and noted that while it was challenging, the committee successfully completed their tasks.

**Matt Jeppsen:** No comment

**Karen Nelson:** No comment

**Jared Jeppsen:**

Thanked the Planning and Zoning Committee for working on the new zoning map.

**Ken Jones:**

Discussed the need for employees to clock in due to insurance and safety concerns. He emphasized that without a clock in system, it is unclear who is working, which could lead to liability issues. **Ken Jones** suggested implementing a set schedule for all employees and acknowledged that maintenance staff are often on call.

**Jared Jeppsen** made a motion to adjourn, **Karen Nelson** seconded.

**Yes votes:** Mayor Terry Nelson, Matt Jeppsen, Karen Nelson, Jared Jeppsen, Ken Jones

**No votes:** None

**Abstained:** None

**MOTION PASSED**

Time: 9:30 P.M