



MINUTES
Springville City Council Regular Meeting - April 15, 2025

MINUTES OF THE REGULAR MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON TUESDAY, APRIL 15, 2025, AT 7:00 P.M. AT THE CIVIC CENTER, 110 SOUTH MAIN STREET, SPRINGVILLE, UTAH.

Presiding and Conducting: Mayor Matt Packard

Elected Officials in Attendance: Craig Jensen
Logan Millsap
Jake Smith
Mike Snelson
Mindi Wright

City Staff in Attendance: City Administrator Troy Fitzgerald, Assistant City Administrator/City Attorney John Penrod, Assistant City Administrator/Finance Director Bruce Riddle, City Recorder Kim Crane, Community Development Director Josh Yost, Director of Administration Patrick Monney, Internal Services Director Scott Sensenbaugher, Library Director Dan Mickelson, Museum of Art Director Emily Larsen, Parks and Recreation Director Stacey Child, Power Director Jason Miller, Public Works Director Brad Stapley, and Public Safety Director Lance Haight

CALL TO ORDER

Mayor Packard called the meeting to order at 7:02 p.m.

INVOCATION AND PLEDGE

Councilmember Wright offered the invocation, and Councilmember Smith led the Pledge of Allegiance.

APPROVAL OF THE MEETING'S AGENDA

Motion: Councilmember Snelson moved to approve this evening's agenda as written. **Councilmember Smith seconded** the motion. **Voting Yes:** Councilmember Jensen, Councilmember Millsap, Councilmember Smith, Councilmember Snelson, and Councilmember Wright. The motion **Passed Unanimously, 5-0**

MAYORS COMMENTS

Mayor Packard welcomed the Council, staff, and those in attendance.

CEREMONIAL AGENDA

1. **Recognition of recent CERT graduates - Lance Haight, Public Safety Director, and JoAnna Larsen, Emergency Management Coordinator**

Chief Haight and Joanna Larsen introduced the recent graduates of the Community Emergency Response Team (CERT) program. The chief explained that the graduates completed 28 hours of training designed to equip them to assist their families and the community in the event of an emergency. He

congratulated the graduates on their accomplishment. Paul Gonzalez, Solomon Gonzalez, Clifford Losee, Celynn Pulsipher, Marci Seegmiller, Boston Madsen, Ty Arbuckle, Mark Jensen, Timothy Anderson, Kelsie Holt, David Johnson, Reed Jessee, Chandler Haas, Denis Carrick, Darlene Carrick, Javier Sahagun, Joseph Butler, and Royal Murdock

PUBLIC COMMENT

Mayor Packard introduced the Public Comment section of the agenda and inquired if there were any written requests to speak. There were none.

CONSENT AGENDA

2. Approval of minutes for the April 01, 2025, Work Meeting and Regular Meeting
3. Approval of a Resolution and Interlocal Agreement with Utah County for the 2025 Springville City Municipal Election - Kim Crane, City Recorder

Motion: Councilmember Wright moved to approve the consent agenda as written. Councilmember Smith seconded the motion. Roll Call Vote, Yes: Councilmember Jensen, Councilmember Millsap, Councilmember Smith, Councilmember Snelson, and Councilmember Wright. The motion **Passed Unanimously, 5-0. Resolution #2025-14 adopted.**

PUBLIC HEARING AGENDA

4. **Public Hearing for consideration of an acknowledgement of notice that UDOT and UTA intend to make a De Minimis impact finding regarding Kelvin Grove Park pursuant to Sec 4(f) of DOT Act of 1966, 23 CFR 774 - Chris Wilson, City Engineer**

Director Stapley reported on the UDOT/UTA project, the Springville Sharp/Tintic Railroad Connection Project was undertaking federal aid. The federal aid has stipulations in regards to impact on public parks. The Purpose of the letter is to notify the City that UDOT and UTA intend to make a de minimis impact finding regarding Kelvin Grove Park pursuant to Section 4(f) of the Department of Transportation Act of 1966, 23 CFR 774. The De Minimis Impact Finding states that the impacts of the project are minimal, and efforts were made to reduce harm to parklands.

Stapley reported that the project has an impact on the community. The project is not fully funded, so it could be a few years, and could likely be a part of the South Frontrunner Project.

Mayor Packard opened the public hearing. There was no comment.

Motion: Councilmember Snelson moved to close the public hearing. Councilmember Millsap seconded the motion. Voting Yes: Councilmember Jensen, Councilmember Millsap, Councilmember Smith, Councilmember Snelson, and Councilmember Wright. **The motion passed unanimously, 5-0.**

No further action was required.

REGULAR AGENDA

5. **Consideration of a Resolution approving the School Resource Officer agreement with Nebo School District - Lance Haight, Public Safety Director**

Chief Haight reported that Springville City and the Nebo School District have entered into previous interlocal cooperative agreements wherein Springville City's Police Department has provided school resource officers to Springville High School, Springville Junior High School, and Spring Canyon Middle School. Utah State law has recently changed to include additional requirements for school districts and

School Resource Officers (SRO) to implement for school safety, including the school district Guardian Program.

The Interlocal Agreements outline and stipulate roles, responsibilities, and conditions for our school resource officers while working in the schools. The school district reimburses 50% of wages and benefits for two officers

Councilmember Snelson asked if they do other police work as well as SRO duties. Chief replied that during the school year, they are primarily with the school. They also help with detectives. If there are offenses by a minor, they are referred to an evidence-based alternative intervention, or youth court.

Attorney Penrod noted that SRO's work very closely with school administration and make good connections with the students. Chief Haight reported that the SRO also teaches law enforcement classes at the schools.

Motion: Councilmember Snelson moved to approve Resolution #2025-15 approving the Interlocal Cooperative Agreements between Nebo School District and Springville City regarding funding and providing school resource officer services for Springville High School, Springville Junior High School, and Spring Canyon Middle School. **Councilmember Millsap seconded** the motion. **Roll Call Vote Yes:** Councilmember Jensen, Councilmember Millsap, Councilmember Smith, Councilmember Snelson, and Councilmember Wright. The motion **Passed Unanimously; 5-0. Resolution #2025-15 Adopted.**

6. Consideration of an Ordinance amending Springville City Code 11-6-135 concerning Land Use Application Expirations - Josh Yost, Community Development

Community Development Director Josh Yost reported the city has several land use application types that can stay in the review process for years until finally withdrawn or abandoned. The proposed amendments will assist in keeping the development review process streamlined and orderly.

Josh explained the application process and provided pros and cons for consideration. Pros: sets clear expectations, removes penalty for approval, keeps application queue current, and applies code amendments. Cons: decreases timeline, removes vesting for stalled projects, repeat application fees, and perception. Applicants will be given plenty of notice of the time period.

Councilmember Wright proposed including a notice requirement at the 180-day mark within the ordinance, ensuring applicants receive guaranteed notification. Josh suggested that a policy could be written to include this notice without incorporating it into the ordinance, thereby avoiding potential legal issues. Attorney Penrod advised against placing the notice requirement in the ordinance and instead recommended establishing a system or policy to send out notices.

Mayor Packard suggested that staff return with a proposed communication process outlining expectations for applicants and ensuring accountability. When asked for feedback:

Councilmembers Snelson and Millsap supported creating a policy rather than including the language in the ordinance.

Councilmember Wright agreed to a policy if it included clear accountability measures.

Councilmember Jensen expressed support for keeping the requirement in the ordinance.

Councilmember Smith preferred the policy approach.

Attorney Penrod stated he would return with a survey of practices from other cities and review the possibility of adding a deadline to the ordinance.

Motion: Councilmember Millsap moved to continue to an unspecified date. Councilmember Smith seconded the motion. **Roll Call Vote Yes:** Councilmember Jensen, Councilmember Millsap, Councilmember Smith, Councilmember Snelson, and Councilmember Wright. The motion **Passed Unanimously; 5-0.**

MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS

Mayor Packard asked for any further comments.

Councilmember Millsap shared a thank-you letter he received from an elementary school student.

Mayor Packard invited any of the council to attend a senior companion recognition on May 9 at 11:00 a.m., hosted by Utah County.

Councilmember Wright mentioned a MAG meeting on May 07, 2025, at 9:00 a.m. at the Orem Library, the focus will be on economic development. Mayor Packard said he would be attending.

CLOSED SESSION, AND ADJOURNMENT IF NEEDED - TO BE ANNOUNCED IN MOTION

The Springville City Council may adjourn the regular meeting and convene into a closed session as provided by UCA 52-4-205.


ADJOURNMENT

Motion: Councilmember Smith moved to adjourn the regular meeting at 8:00 p.m. **Councilmember Jensen seconded** the motion. **Voting Yes:** Councilmember Jensen, Councilmember Millsap, Councilmember Smith, Councilmember Snelson, and Councilmember Wright. **The motion Passed Unanimously, 5-0**

This document constitutes the official minutes for the Springville City Council Regular Meeting held on Tuesday, April 15, 2025.

I, Kim Crane, do hereby certify that I am the duly appointed, qualified, and acting City Recorder for Springville City, of Utah County, State of Utah. I do hereby certify that the foregoing minutes represent a true, accurate, and complete record of this meeting held on Tuesday, April 15, 2025.

DATE APPROVED: May 06, 2025



Kim Crane
City Recorder