



Town of Mantua Council Meeting Minutes  
June 18, 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:** John Hurd, Cheryl Burgan, Darla Jones, Sheri Munns, Karen Hudson, Nate Martinez, Will Ross

The meeting was opened by **Mayor Terry Nelson**, with the invocation by **John Hurd**.

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

Approval of minutes from May 15, 2025, and the May 15, 2025 Amended Budget Review Meeting. (Approved, vote: 5-0)

**Consideration to Pay the Bills:**

**Matt Jeppsen** made a motion to approve the bills; **Karen Nelson** seconded.

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

**No votes:** None

**Abstained:** None

**MOTION PASSED**

**Public Comment:**

None

**Presentations:**

Fraud Risk Assessment Questionnaire Introduction:

**Ronald Wallace** presented the Fraud Risk Assessment Questionnaire, emphasizing the importance of assessing the risk of fraud within the organization and the need for ongoing training for employees.

Current Status:

**Ronald Wallace** noted that the overall fraud risk score has not changed significantly, remaining at 200 points. He

highlighted the policies currently in place, including:

- Conflict of Interest Policy
- Ethical Behavior Policy
- Reporting Policy (for misuse of assets)
- Crediting and Personal Use of Assets Policy

New Policy Proposal:

A new IT Computer Security Policy was proposed to address gaps identified in the assessment. This policy aims to enhance Mantua's cybersecurity measures.

**Training and Compliance:**

**Ronald Wallace** confirmed that all council members have completed the required anti-fraud training, which is conducted annually. He noted that the organization has exceeded the minimum required training hours.

**Fraud Hotline:**

A fraud hotline is in place, allowing employees to report concerns directly to the mayor.

**Jared Jeppsen** made a motion to approve the Fraud Risk Assessment Questionnaire for 2025; **Karen Nelson** seconded.

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

**No votes:** None

**Abstained:** None

**MOTION PASSED**

**Certified Tax Rate**

Overview:

**Ronald Wallace** presented the Certified Tax Rate, comparing it to last year's rate. He explained that the proposed rate for the current year is 0.001876 that it reflects a reduction from last years rate.

Discussion Points:

- Council members discussed the implications of the lower tax rate and how it reflects the town's financial strategy.
- **Ronald Wallace** clarified that while the rate is lower, other county entities may impose additional taxes, which could affect taxpayers.

**Karen Nelson** made a motion to accept the Certified Tax Rate as presented; **Matt Jeppsen** seconded.

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

**No votes:** None

**Abstained:** None

**MOTION PASSED**

**Discussion and Action Items:**

## **Big Dog Solar – No show**

### **Karalee Moss/Karen Hudson – Business License**

**Karen Hudson** presented her application for a business license for Simple Soft Serve Ice Cream, explaining that she operates a small ice cream cart and plans to sell from her sister's property in Mantua. She has applied to participate in Little Valley events.

**Karen Nelson** made a motion to accept the business license application from **Karen Hudson** and **Karalee Moss** for a vendor fee of \$25.00. However, because of their participation in LVD events, her fee will be reduced to \$15.00; **Jared Jeppsen** seconded.

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

**No votes:** None

**Abstained:** None

**MOTION PASSED**

### **Sheri Munns - Town Store Business License**

**Sheri Munns** is seeking to buy the commercial property located at 130 N Main Street. She plans to transform the restaurant into a sit-down dining experience, operating seven days a week, and is considering outdoor seating options. **Sheri Munns** is aware of local regulations regarding seating capacity and intends to work with contractors to ensure compliance before finalizing her purchase. She aims to establish a successful business, named "The V Spot," and enhance local traffic with effective signage to attract customers.

**Karen Nelson** made a motion to accept the business license for The V Spot; **Ken Jones** seconded.

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

**No votes:** None

**Abstained:** None

**MOTION PASSED**

### **Nate Martinez – Comcast**

**Nate Martinez** from Comcast presented a proposal for a franchise agreement to expand cable television and internet services in Mantua. He emphasized the company's significant investment in infrastructure and community engagement initiatives, including digital literacy programs. **Nate Martinez** acknowledged concerns about construction disruptions but assured that their technology would not interfere with existing systems. He expressed a willingness to continue discussions with the council to address any questions before finalizing the agreement.

### **John Hurd**

**John Hurd** addressed the council regarding increasing speeding on 100 South, expressing concerns about drivers ignoring speed limits and the lack of police presence to enforce them. He recommended installing "Children at Play" signs, pedestrian crossing signs, and relocating speed limit signs to improve safety, especially for children crossing the road. **John Hurd** also suggested creating an additional access route for emergency exits.

### **Rescheduling the July Town Council Meeting Date**

The council discussed changing the date of the town meeting because of the Little Valley Days event. A decision was made to keep the meeting at 6:30 PM on July 17, 2025.

### **Vote on Election Contract**

The council decided to accept the Box Elder County election contract.

**Karen Nelson** Karen Nelson made a motion to accept the election contract provided by Box Elder County; **Matt Jeppsen** seconded.

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

**No votes:** None

**Abstained:** None

**MOTION PASSED**

### **Council Vote on Amendment to Ordinance No. 2020-12-03A**

The council voted to accept the Amendment to Ordinance No. 2020-12-03A.

**Karen Nelson** made a motion that we pass the Amendment to Ordinance No. 2020-12-03A; **Matt Jeppsen** seconded.

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

**No votes:** None

**Abstained:** None

**MOTION PASSED**

### **Council Vote on ORDINANCE NO. 2025-05-15 AN ORDINANCE ESTABLISHING SERVICE FEES AND PENALTIES FOR ACCESSORY DWELLING UNITS (ADUs) IN THE TOWN OF MANTUA, UTAH**

The council will continue to coordinate with the town's attorney concerning the ordinance establishing service fees and penalties for accessory dwelling units (ADUs) in the town of Mantua, Utah.

### **Sewer Contract from Brigham City**

The council will continue to coordinate with Brigham City regarding the sewer contract.

### **Flume Hollow Flow Meter**

**Marcus Abel** reported on the completion of repairs at Flume Hollow, which involved fixing a meter and replacing several broken valves, costing approximately \$8,000. The repairs addressed issues that had persisted for 20 years, including frozen pipes, and improved the flow to 184 gallons per minute. **Marcus Abel** noted that the girls' home is now satisfied with the repairs, and the system is functioning properly. He also provided the council with a detailed packet related to the repairs and maintenance for further reference.

### **Sexton**

**Marcus Abel** stated that this item should have been removed from this month's agenda and would like to refrain from discussing the topic at this time.

## **Vote on LVD Vendors**

The council voted to approve the LVD 2025 vendors applications presented during this meeting.

**Jared Jeppsen** made a motion to approve the LVD vendors who have submitted applications that were reviewed during this meeting; **Matt Jeppsen** seconded.

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

**No votes:** None

**Abstained:** None

**MOTION PASSED**

**Planning and Zoning:** None

## **Public Works:**

**Marcus Abel** Marcus Abel discussed the challenges faced by public works employees. He noted that many people think their jobs are easy, but that is not true considering their actual responsibilities. **Marcus Abel** stressed that it is important to communicate well and hold everyone accountable in the department to explain why more staff is needed and to make sure employees feel appreciated.

**Will Ross** spoke to the council about issues related to jobs in the public works department. He pointed out that there is a significant gap between what the council, the department, and the public understand about each other. **Will Ross** explained that he and his team have more responsibilities now because of neglected maintenance and the town's increasing needs, which means they need more workers. He raised concerns that people think public works jobs are easy and stressed the need for proper acknowledgment and support for the team's efforts. **Will Ross** urged for better resources and clearer communication to tackle the challenges the department is facing.

**Fire Department:** None

## **Grants Update:**

**Karen Nelson** spoke with the Bear River Water Conservancy about a proposal to help fund a new generator, which they are open to supporting. She noted that the organization previously donated \$38,000 for a water project that was never completed, and they are now considering completing that project as well.

## **Council and Mayor Comments**

**Mayor Terry Nelson:** None

**Matt Jeppsen:** None

**Karen Nelson:** None

**Jared Jeppsen:** He acknowledged the concerns raised by **Marcus Abel** and **Will Ross** and pointed out that while the town spends \$370,000 annually on wages, the revenue from property taxes is only \$348,000.

**Ken Jones:** Reported on recent developments regarding land ownership and access in Mantua, revealing that several properties previously thought to belong to the Forest Service are owned by the town.

**Karen Nelson** made a motion to adjourn; **Jared Jeppsen** 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.