

Hinckley Town Council
Town Council Chambers
161 East 300 North Hinckley, UT
Digital Recording
Thursday, August 7, 2025

Invocation Chris Mork

I. PLEDGE

Mayor Pro Tem Alan Miller asked all to rise and join in the Pledge of Allegiance.

II. ROLL CALL

Mayor Pro Tem Alan Miller
Council Members: Skip Taylor, Chris Mork, Crista Kaman
Hinckley Town Clerk Tresa Taylor
Maintenance employee: Dillon Lewis
Absent: Mayor Brian Florang

III. GUESTS:

Joy Partridge, Jess Peterson, Donald Brown

Mayor Pro Tem Alan Miller called the meeting to order at 7:03 p.m. and noted Mayor Brian Florang was absent due to the passing of his mother.

IV. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

Mayor Pro Tem Alan Miller asked council members for corrections to minutes or a motion to approve the minutes. Council Member Skip Taylor moved to approve the meeting minutes as presented for July 17, 2025. Council Member Chris Mork seconded the motion, all voted aye. Motion carried.

V. PETITIONS, REMONSTRANCES, AND COMMUNICATION

None.

VI. REPORT OF GOVERNING BODY – BOARDS – COMMITTEES:

None.

VII. STAFF REPORTING

Maintenance employee Dillon Lewis informed council members of the following:

- A new air compressor was installed this week at the water treatment plant.
- He will be attending a Utah Rural Water Conference in Layton, Utah, August 25-27 for water operator distribution training.
- The Industrial Park Road Project is scheduled to begin on Monday or Tuesday of next week.

The council expressed thanks to Dillon and Joe for their work on the recent town celebration.

VIII. NEW BUSINESS

1. Jess Peterson, R6 Community Advisor – Hinckley General Plan Update

Jess Peterson of the R6 Regional Council presented an update on the Hinckley General Plan.

He explained that the general plan is a state-required guiding document for the town's direction over the next five years.

The plan must include three key components: Land Use, Transportation, and Housing.

Land Use: This is the most significant section and deals with zoning, annexation, and a map of areas for future growth. Mr. Peterson explained that the plan serves as a tool for the Planning and Zoning Commission and developers.

Annexation: He clarified that the plan includes a policy for annexation and a map of areas the town would consider for annexation, which prevents ad-hoc development.

Housing: This section aims to make housing affordable for residents.

Mr. Peterson highlighted that the council has the authority to make changes to the draft plan, specifically mentioning the sections in red text that require decisions.

There was discussion about placement of RV parks near the highway to minimize residential traffic impact, the commercial zoning in the current plan and potential need for more business space and designating areas for multifamily homes.

Mr. Peterson offered his assistance with drafting ordinances and providing training on finance and budgeting.

The council and Mr. Peterson discussed the timeline for adopting the updated plan, noting a public hearing would be required before final adoption.

2. Review a draft of the Water Impact Fee Study prepared by Cody Deeter, EFG Consulting

The council reviewed the draft of the Water Impact Fee Study prepared by Cody Deeter.

It was noted that this study is a proposal for fees to be applied to new development and is directly related to the Water Master Plan.

The town has never had a water impact fee and a study by an engineering firm is required to establish an impact fee.

The purpose of the impact fee is to generate funds to pay for the cost of future system improvements such as upsizing water lines, adding new water tanks, or expanding filtration facilities, which are necessary to support new development.

A public hearing will be held at the next council meeting on Thursday, August 21, 2025, to allow for public questions and comments. Cody Deeter will be present to explain the report and answer questions. Following the hearing, the council will consider adopting a new ordinance to establish the impact fees.

3. Review and consider approval for renewal of Water Lease Agreement with Aces Delta

The council reviewed the notice of lease renewal letter and Water Lease Agreement from Aces Delta.

The new lease agreement includes an increase of \$20 per acre-foot, bringing the new rate to \$140 per acre-foot per year.

The town is currently leasing 300 acre-feet of its water rights to Aces Delta. This practice is important for “proving” the town’s water rights are being actively used.

The funds from the lease are placed into the town’s water fund and received in two installments.

It was noted that there is another unproven water right that the town may need to pursue in the future.

Council Member Skip Taylor moved to renew the water lease agreement with Aces Delta and Council Member Chris Mork seconded the motion, all voted aye. Motion carried.

IX. OUSTANDING BUSINESS

1. Park Pavilion-electricity

The council discussed the need to install a new meter, upgrade an undersized service panel, and run new electrical lines throughout the park to accommodate food and merchandise vendors that attend the town celebration.

There was some discussion about running electricity to the new park pavilion and questions concerning actual demand for using the new pavilion.

No electrical quotes have been obtained yet, but the council agreed this work needs to be addressed in the next year.

2. Rural Communities Opportunities Grant – Hinckley Industrial Park rehabilitation project updates: Roads – Skip Taylor; Water and Sewer – Chris Mork; Economic Development – Skip Taylor; Signage

a. Review and consider approval of a revised proposal from Jones & DeMille Engineering for Industrial Park Road Improvements, Construction Engineering Services

The council reviewed the revised proposal from Jones & DeMille Engineering for Construction Management Services.

The engineering services offered in the revised proposal are as follows:

1. To review submittal, and RFIs from the contractor.
2. Perform three (3) on-site construction observations and documentation.
3. Perform one (1) proctor and gradation test on sub base material and one laboratory specification asphalt test.
4. Hold one preconstruction meeting.

These services will be completed on an hourly basis with an estimated fee of \$10,100.00. The first proposal estimate was \$18,000.00.

A question was raised about whether the council should hire a third party to oversee the work and ensure the contractors are doing what they were hired to do, and it was noted that the council lack the in-house capability to verify things like tests on sub base material and asphalt specification. The consensus was that it is important to trust but verify.

Council Member Chris Mork moved to approve the revised proposal from Jones & DeMille Engineering for construction management services for the Industrial Park Road Project. Council Member Skip Taylor seconded the motion, all voted aye. Motion carried.

3. Water and Sewer Master Plans – Update on Master Plans

Clerk Tresa Taylor informed council members that James Saunders from Jones & DeMille Engineering recently emailed the office an updated Water Master Plan that she has forwarded the plan for their review, noting the new document has significant updates from the first draft.

4. CDBG Grant Update

The generator for the water treatment plant is currently in transit. The generator was shipped from Brazil, will arrive in Texas and then be shipped to Utah and is expected to arrive mid-September.

The automatic transfer switch is currently in Salt Lake City and the plan is to have Maintenance employee Dillon Lewis pick it up from Wheeler Machinery after attending the water operating training conference on August 27th or 28th to save on shipping costs.

5. Limb Pile Clean-Up

The clean-up of metal and concrete in the limb pile area is still in progress.

A discussion took place about the challenges of monitoring the limb pile area, with people dumping concrete, construction debris, household debris, and dead animals.

The council discussed replacing the fence at the limb pile and employee Dillon Lewis suggested replacing this fence when the sewer lagoon project fencing is replaced.

It was noted that the county is considering shutting down dump sites due to abuse.

6. Hinckley Town Code Update

Clerk Tresa Taylor reminded council members the Hinckley Town Municipal Code Update is easily accessed by going to the town website (hinckleytown.utah.gov), clicking on Hinckley Town Code, then use the dropdown for Select a book and select Municipal Code Update Initiative 2025.

It is important that each Draft Title of the Hinckley Town Code is reviewed, and comments may be entered for suggestions or corrections.

The council decided to focus on reviewing Hinckley Town Code Draft Titles 4 through 9.

X. MISCELLANEOUS DISCUSSION

The council discussed the upcoming Watermelon Bust event on August 20th, at 6 pm in the Town Park and Council Member Crista Kaman will oversee this event.

XI. PAYMENT OF BILLS

Council Member Crista Kaman moved to approve the following purchase orders:

PO # 216 Melody Mincer, \$500.00, celebration live music,
PO # 217 Christiansen Performance Horses, \$1,050.00, rodeo announcer,
PO # 218 Maddox Air Compressor, \$8,503.00, water treatment plant air compressor,
PO # 219 Pelorus Methods, \$525.00, quarterly accounting software fee,
PO # 220 Chronicle Progress, \$2,621.25, (celebration printing, mailers, poster, programs, advertising),
PO # 221 Millard County Sheriff's Office, \$1,200.00 security for rodeo and street dance,
PO # 222 L.N. Curtis, \$3,030.74, Fire Department jumpsuits,
PO # 223 Dutson Supply, \$400.00, water tanker and driver for rodeo on July 25,
PO # 224 Dutson Supply, \$400.00, water tanker and driver for rodeo on July 26,
PO # 225 Rawlinson Designs, \$550.00, Jr. Rodeo T-shirts,
PO # 226 Anderson Law Center, \$1,920.00, attorney fees,
PO # 227 Jones & DeMille Engineering, \$26,700.00, Sewer Lagoon Design Engineering
PO # 228 Outback Graphics, \$260.00, sponsor signs,
PO # 229 Commercial Business Radio, \$255.00, Fire Department radio repairs,
PO # 230 Jubilee, \$496.65, parade candy,
PO # 231 Jubilee, \$398.87, Fire Department parade candy,
PO # 232 Stanworth Construction, \$300.00, monthly fee for water and wastewater operator,
PO # 233 Millard County Ambulance, \$800.00, ambulance services for rodeo on July 25,
PO # 234 Millard County Ambulance, \$800.00, ambulance service for rodeo on July 26,
PO # 235 Brian Florang, \$889.29, electrical supplies for park,
PO # 236 Mountainland Supply, \$685.10, water supplies,
PO # 237 Bank Card Center, \$535.20, EDDM mailing for celebration flyers, and
PO # 238 Bank Card Center, \$286.33, EDDM mailing for celebration flyers.

Council Member Skip Taylor seconded the motion to approve the purchase orders, all voted aye. Motion carried.

Council Member Skip Taylor moved to pay the bills. Council Member Chris Mork seconded the motion, all voted aye. Motion carried.

XIII. ADJOURNMENT

Council Member Chris Mork moved to adjourn at 8:17 p.m. Council Member Skip Taylor seconded the motion, all voted aye. Motion carried.



Tresa Taylor, Hinckley Town Clerk
Dixie Talbot, Hinckley Town Clerk



Mayor Brian Florang