



**Sterling Town**  
**PUBLIC HEARING ON Ordinance for Water Shut Off/Reconnection FEES**  
**Minutes**  
**Tuesday July 15, 2025**  
**6:30 PM**

<b>Council members attending:</b>	<b>Mayor Zeb Wignall, Yvonne Larsen, Kim Killpack, Tami Privett</b>
<b>Council members excused:</b>	<b>Bryan Sullivan</b>
<b>Staff attending:</b>	<b>Kris Winkel</b>
<b>Community attending:</b>	<b>Cade Penney with R6. Laura Patton, Randal Cox and Nick Lyon <i>attended towards the end of the hearing.</i></b>
<b>Conducting:</b>	<b>Zeb Wignall, Mayor. Meeting called to order at 6:37 PM</b>

<b>Agenda item number</b>	<b>Discussion and Action Items</b>
<b>ITEM 1</b> Welcome by Mayor Zeb Wignall, Pledge of Allegiance and Roll Call.	Council, staff and community present stand and recite the pledge of allegiance. See roll call above.
<b>ITEM 2</b> <b>Discussion on proposed ordinance for Water Shut Off/Reconnection Fee</b>	<p><b>Public Attendance and Discussion</b> No members of the public were present at the opening of the meeting. Mayor Wignall allowed additional time to give residents the opportunity to attend.</p> <p><b>Review of Proposed Ordinance and Shut-Off Notice Procedures</b> The Council reviewed the proposed ordinance regarding water shut-off notifications, including the 10-day notice, 48-hour notice, and 24-hour final notice.</p>

	<p>Cade reminded the Council of the intention to verify with Pelorus whether the system automatically generates these notices. Yvonne and Tami confirmed that some notices can be generated through Pelorus. The Council expressed that the goal is for residents to contact the Town upon receiving the first notice to make payment arrangements.</p> <p>Cade noted that the 48-hour notice must be delivered in person, in accordance with Utah Code. The Council agreed that this notice would be posted on the resident's door, except in the case of seasonal residents, for whom the notice would be mailed.</p> <p><b>Public Comment</b>  Laura Patton shared a personal experience in which she had mistakenly placed the wrong check in her water payment envelope. She noted that Yvonne was helpful in resolving the issue.</p>
<b>ITEM 3 Adjournment</b>	<p><b>Motion:</b>  Kim makes a motion to adjourn the meeting. Tami seconds the motion.</p> <p><b>Vote:</b> The motion passed unanimously.</p>

<b>Minutes Approval</b>			
By: _____	Date: _____	Attest: _____	Date: _____
Mayor Zeb Wignall		Kris Winkel, Clerk/Recorder	
Council Members Initials:			
Yvonne Larsen: _____, Tami Privett: _____, Kim Killpack: _____, Bryan Sullivan: _____			

