



City Council Meeting/Work Session

Minutes

Tuesday, August 26, 2025 at 7:00 pm

Attendees: Mayor Bayley Hedglin, Councilmember Kirk Crowley, Councilmember Ron Skinner, Councilmember Nathan Chamberlain, Councilmember Kevin Dunn, Councilmember George Rice, City Manager Kaeden Kulow, Assistant City Manager Megan Gallegos, City Recorder Melissa Gill

Monticello City Council Meeting

Meeting Location: Hideout Community Center 648 S Hideout Way

1. Call to Order

Minutes:

Mayor Hedglin called the Monticello City Council meeting to order at 7pm. The following visitors were present: David Redd, Jeff Simon, Jan Simon, Rowland Francom, Adam Francom, Tanner Holt, Corey Coleman, Spencer Frost, Jonny Redd, Danielle Mitchell, Todd Westcott, Jeff Hunt

2. Invocation/Opening Remarks/Pledge of Allegiance

Minutes:

Mayor Hedglin invited any members of the audience or Council to offer an invocation. An invocation was given by Councilmember Chamberlain. Mayor Hedglin led all present in the Pledge of Allegiance.

3. Public Comment

Minutes:

Danielle Mitchell, a homeowner on Oak Crest Drive, addressed the Council to express concerns regarding the lack of progress on the construction of the home next to her property. She noted that construction debris has fallen onto her property and explained that changes in grade, without the installation of curb and gutter, have caused water and snow runoff to flow directly against the foundation of her home.

4. Consider for Approval: Building Permit/Nuisance Violation Extension 617 W Oak Crest Dr. (discussion/action)

Minutes:

Building and Zoning Director Gallegos reviewed the history of the property at 617 W Oak Crest Dr. She explained that the owner has requested a six- to twelve-month extension on the building permit. On August 13, 2025, the owner submitted a new

permit request; however, Gallegos informed him that the matter required Council approval.

The property owner addressed the Council, stating that drainage issues have been resolved and offering an apology to the neighboring homeowners for the nuisance caused. He acknowledged violating City Code but explained that unforeseen circumstances had delayed construction. He noted that while progress may not have been visible, he has continued working on the project. He also purchased another “fixer upper” property in town and intends to use a home equity loan from that property to finance the completion of 617 W Oak Crest Dr. He formally requested a one-year extension with follow-up meetings to report progress.

Councilmember Rice asked what should be expected at the end of the extension. Gallegos stated the home should have a Certificate of Occupancy. Rice also asked about financing; the owner responded that he has been working additional jobs, may seek family loans, and has materials already purchased to continue work.

Gallegos explained the Council’s options: Approve a one-year extension, approve with required milestone check-ins, or deny the request and order demolition at the owner’s expense.

Councilmember Crowley noted the difficulty of balancing responsibility to the property owner with responsibility to the neighbors. He expressed concern that no set plan is in place and questioned whether the project could realistically be finished in a year.

Councilmember Dunn recommended the owner act as a general contractor, obtain bids from subcontractors, and present a detailed plan—including financing—within one month. Dunn emphasized the need for evidence of funding and a clear schedule before granting an extension.

Councilmembers Crowley and Skinner agreed that definite plans are needed rather than possibilities. Skinner also asked whether the owner had worked to resolve issues with the Mitchells, the neighboring homeowners. The owner said he had spoken with Mr. Mitchell, not Mrs. Mitchell. Gallegos noted that several neighborhood complaints have been received. The owner stated he wished neighbors would approach him directly.

Councilmember Rice acknowledged that since City staff began working with the owner, he has been responsive. Rice suggested that if an extension is granted, the Council should set clear expectations with no further extensions beyond the agreed timeline. MOTION to table the agenda item pending submission of a detailed completion plan from the property owner, including monthly milestones, cost estimates, and proof of financing was made by Councilmember Dunn and seconded by Councilmember Skinner. The motion passed unanimously.

Vote results:

Ayes: 5 / Nays: 0

5. Consider for Approval: Resolution 2025-11 Enbridge Gas Service Agreement (discussion/action)

Roll Call Vote

Minutes:

This item was tabled by Mayor Hedglin due to the fact that the Agreement has not been approved by Enbridge Attorney's.

6. Consider for Approval: Resolution 2025-12 An Interlocal Agreement with San Juan

County for Building Inspection Services (discussion/action)

Roll Call Vote

Minutes:

City Manager Kulow informed the Council that the agreement was not complete but asked them to review the draft. No formal decision was made on the agenda item.

7. Consider for Approval: Resolution 2025-13 A Resolution Of Intent to Submit an Opinion Question to Voters on the 2025 Municipal Election Ballot to Reauthorize the Botanical, Cultural, Zoological Organizations and Facilities Tax (discussion/action)

Roll Call Vote

Minutes:

MOTION to approve Resolution 2025-13 A Resolution of Intent to Submit an Opinion Question to Voters on the 2025 Municipal Election Ballot to Reauthorize the Botanical, Cultural, Zoological Organizations and Facilities Tax was made by Councilmember Crowley and seconded by Councilmember Dunn.

Roll Call Vote: Councilmember Dunn, Aye Councilmember Rice, Aye Councilmember Crowley, Aye Councilmember Chamberlain, Aye Councilmember Skinner, Aye The motion passed unanimously.

Vote results:

Ayes: 5 / Nays: 0

8. Consider for Approval: Resolution 2025-14 Rules of Order and Procedure for Monticello City Council and Planning Commission Meetings (discussion/action)

Roll Call Vote

Minutes:

MOTION to approve Resolution 2025-14 Rules of Order and Procedure for Monticello City Council and Planning Commission Meetings was made by Councilmember Dunn and seconded by Councilmember Skinner.

Roll Call Vote: Councilmember Dunn, Aye Councilmember Rice, Aye Councilmember Crowley, Aye Councilmember Chamberlain, Aye Councilmember Skinner, Aye The motion passed unanimously.

Vote results:

Ayes: 5 / Nays: 0

9. Monticello City Airport Update (discussion)

Minutes:

Kulow provided an update on the status of the fuel system located at the Monticello City Airport. He stated that he is in discussion with AV Fuel to determine how much it will cost to clean the fuel tank. He did budget for the purchase of Jet A fuel however he did not budget for the other costs associated with removing the fuel and cleaning the tank. He requested the Council allow him time to complete the water and sewer bonds in process before asking him to complete the project of getting the Jet A system operational.

10. Monticello City Unpaved Road Plans Draft Review (discussion/action)

Minutes:

Kulow presented a detailed plan for Monticello City's unpaved roads. The plan is

included in the agenda packet. He further stated that this plan was dependent on funding and the availability of material.

11. Consider Questions for General Plan Update Survey (discussion/action)

Minutes:

Kulow presented the survey questions produced by the administrative team. The Council made suggestions for additional questions.

12. Consider for Approval: Move Consolidated Fee Schedule Updates to Public Hearing (discussion/action)

Minutes:

Kulow presented the suggested rate changes to the Council and answered clarifying questions about those changes.

MOTION to move the Consolidated Fee Schedule Updates to Public Hearing was made by Councilmember Rice and seconded by Councilmember Skinner. The motion passed unanimously.

Vote results:

Ayes: 5 / Nays: 0

- a. Culinary Water Rates (discussion)
- b. Landfill Rates (discussion)
- c. Hideout Golf Course Rates (discussion)
- d. Visitor Center (discussion)

13. Annexation Code Revisions Review (discussion)

Minutes:

Gallegos informed the Council that the Monticello City Annexation Policy will be presented at a public hearing Sept. 9, 2025. She asked the Council to review the policy before said public hearing and answered any questions they had.

14. Follow Up Items (discussion)

Minutes:

There were no follow up items discussed.

15. Administrative Communications

Minutes:

Kulow informed the Council that he will be completing the water bond on the following Thursday. The sewer bond completion has been delayed due to improper filing of documents in the 1970's. He further stated that the school crosswalk will be manned by two guards.

He reminded everyone that continuing education conferences will be coming up in Sept. and personnel may be thin at the office. He requested the Council contact him if they need to speak to any specific person.

Gallegos informed the Council that the playground equipment preparation site RFP's are still being advertised.

16. Consider Upcoming Agenda Items (action)

Minutes:

Public Hearing Annexation Policy - Public Hearing Consolidated Fee Schedule Update - Enbridge Agreement - Building Permit Interlocal Agreement - Discuss Old Playground Equipment - General Plan Survey

17. Adjournment (action)**Minutes:**

MOTION to adjourn was made by Councilmember Chamberlain and seconded by Councilmember Skinner. The motion passed unanimously and Mayor Hedglin adjourned the Monticello City Council meeting at 8:59 pm.

Vote results:

Ayes: 5 / Nays: 0

AUDIO FILE

<https://soundcloud.com/user-250815044/2025-08-26-city-council>

NOTICE OF SPECIAL ACCOMMODATIONS

THE PUBLIC IS INVITED TO ATTEND ALL CITY MEETINGS In accordance with the Americans with Disabilities Act, anyone needing special accommodations to attend a meeting may contact the City Office, 587-2271, at least three working days prior to the meeting. City Council may adjourn to closed session by majority vote, pursuant to Utah Code §52-4-4 & 5. The order of agenda items may change to accommodate the needs of the City Council, the staff, and the public.

Contact: Melissa Gill, Recorder (melissa@monticelloutah.org 435-587-2271) | Minutes published on 09/10/2025, adopted on 09/09/2025