

**TOQUERVILLE CITY  
CITY COUNCIL MEETING MINUTES**  
September 3<sup>rd</sup>, 2025, at 6:00 pm  
212 N. Toquer Blvd, Toquerville Utah

Present: Mayor Justin Sip; Councilman: Chuck Williams, Joey Campbell, Gary Chaves, Todd Sands, Wayne Olsen; Staff: City Manager Ben Billingsley, Assistant City Manager Darrin LeFevre, Recorder/Planning and Zoning Administrator Emily Teaters, City Attorney Kayla Gothard.

**A. CALL TO ORDER:**

Mayor Sip called the meeting to order at 6:00 p.m. Councilman Olsen led the Pledge of Allegiance. Invocation was led by Councilman Chaves.

**B. APPROVAL OF AGENDA:**

[https://www.youtube.com/live/hFijP3\\_zRA?si=bUDeCo3bkH8\\_YzEY&t=89](https://www.youtube.com/live/hFijP3_zRA?si=bUDeCo3bkH8_YzEY&t=89)

1. The Council reviewed the agenda.

Councilman Campbell asked to strike business item F8 from the agenda.

*Councilman Campbell made a motion to strike business item F8 from the agenda moving items 9, 10, & 11 up. Councilman Williams seconded the motion. Motion carried, 5-0. Joey Campbell – aye, Todd Sands – aye, Wayne Olsen – aye, Gary Chaves – aye, Chuck Williams – aye.*

2. Declarations of Conflicts.

There were no declarations of conflict from the Council.

**C. CONSENT AGENDA:**

[https://www.youtube.com/live/hFijP3\\_zRA?si=ULAF-tS-AAxvb5\\_u&t=119](https://www.youtube.com/live/hFijP3_zRA?si=ULAF-tS-AAxvb5_u&t=119)

1. Review and possible approval of meeting minutes from August 6, 2025, City Council Meeting.

2. Review and possible approval of City Expenditures from July 2025.

*Councilman Chaves made a motion to approve the meeting minutes from August 6<sup>th</sup>, as well as the City Expenditures from July 2025. Councilman Campbell seconded the motion.*

*Motion carried, 5-0. Joey Campbell – aye, Todd Sands – aye, Wayne Olsen – aye, Gary Chaves – aye, Chuck Williams – aye.*

**D. CITY DEPARTMENT REPORTS**

[https://www.youtube.com/live/hFijP3\\_zRA?si=YX8ut4v1TU6RS0Mb&t=166](https://www.youtube.com/live/hFijP3_zRA?si=YX8ut4v1TU6RS0Mb&t=166)

1. Ash Creek Special Services District Representative – Mike Chandler

Councilman Campbell reported on behalf of ACSSD providing development updates that were discussed at the last Sewer District meeting. Mike Chandler joined the meeting later and provided an update on the Confluence Treatment plant, which is 75% complete and on target to be completed by December. The district has been busy with inspections with all the new development, including Toquerville.

2. Hurricane Valley Fire District Representative – Robert Hooper

Robert Hooper introduced himself to the public, noting that he would be taking Merlin Spendlove's position, who had just retired. He mentioned the 9/11 event the Fire District will be hosting and provided some reports. The district ran 540 calls last month, 9 of which were within Toquerville.

3. Stanley Consultants – Bob Lamoreaux  
Bob provided an update on the bypass. JP is estimating to be done by the end of October.
4. Assistant City Manager – Darrin LeFevre  
Darrin shared photos providing updates on the construction of the Toquerville bypass, Firelight, Sapp Bros., Chief Toquer Reservoir, and IME Automations.
5. City Manager – Ben Billingsley  
Ben reported on the parkway opening, acknowledging the traffic confusion that followed. He also addressed City communications and outlined the Code Enforcement process. Additionally, Ben discussed the Department of Environmental Quality's transition from a tax-based entity to a fee-based entity. He provided updates on the Westfield connection road and shared highlights from the most recent Legislative Policy Committee by the Utah League of Cities and Towns.

Councilman Sands provided an update on the Southwest Mosquito Abatement. The district sets out around 35 traps weekly throughout Washington County and 5 outlying areas. Mosquito collections are down half compared to this same time last year.

#### **E. PUBLIC FORUM:**

[https://www.youtube.com/live/hFiujP3\\_zRA?si=PpjelkuPbPz22PhE&t=2026](https://www.youtube.com/live/hFiujP3_zRA?si=PpjelkuPbPz22PhE&t=2026)

Mayor Sip opened the Public Forum by reading an email from DC Young regarding the status of the Westfield Road connection to the Toquerville Bypass. Dan Catlin then addressed the Commission about the secondary access from Westfield Road to the Bypass, as well as code enforcement and Toquer Hills Phases 1–4 from March 10, 2021. Stacy Eaton followed with comments on the Westfield Road connection and the Firelight development. Scott McCall, representing Firelight, offered clarification on the Westfield Road connection.

#### **F. BUSINESS:**

1. **Discussion and possible action** on a Zone Change application submitted by Raymond & Kathy Bence for 1816 S Shangri La (Tax ID: T-168-G). Current zoning is Multiple Use (MU-20), and the proposed zoning is Agricultural (A-1 District).

[https://www.youtube.com/live/hFiujP3\\_zRA?si=Rmr34pIrfmE61n8E&t=2763](https://www.youtube.com/live/hFiujP3_zRA?si=Rmr34pIrfmE61n8E&t=2763)

Emily summarized the application submitted by Raymond and Kathy Bence also adding comments made by Planning Commission. Attorney Gothard went over the consistency with the General Plan.

*Councilman Campbell made a motion to approve the Zone Change application submitted by Raymond and Kathy Bence. Councilman Sands seconded the motion. Motion carried, 4-0. Roll Call Vote: Chuck Williams – abstain, Gary Chaves – aye, Todd Sands – aye, Wayne Olsen – aye, Joey Campbell – aye.*

2. **Discussion and possible action** on the Employee Policies and Procedures Manual.

[https://www.youtube.com/live/hFiujP3\\_zRA?si=3Yq1WlnsrhBQH\\_7&t=3004](https://www.youtube.com/live/hFiujP3_zRA?si=3Yq1WlnsrhBQH_7&t=3004)

James Elegante with Jenkins Bagley Sperry, via zoom, spoke about the Policies and Procedure Manual. The Council discussed reviewing the manual and making a list of questions, then coming back for discussion.

***Councilman Chaves made a motion to table business item F2. Councilman Williams seconded the motion. Motion carried, 5-0. Joey Campbell – aye, Todd Sands – aye, Wayne Olsen – aye, Gary Chaves – aye, Chuck Williams – aye.***

3. **Discussion and possible action** on an MPDO Modification Application and Site Plan for Residential Planning Area 11 within the Firelight MPDO.

[https://www.youtube.com/live/hFijP3\\_zRA?si=e7FAJ3ciDZDL-dK0&t=3325](https://www.youtube.com/live/hFijP3_zRA?si=e7FAJ3ciDZDL-dK0&t=3325)

Emily introduced this item summarizing the modification application and providing background information. Attorney Gothard answered questions from the council. Councilman Campbell pointed out a mistake made on the site plan.

***Councilman Campbell made a motion to approve business item F3, the MPDO Modification Application and Site Plan for Residential Planning Area 11 within the Firelight MPDO. Councilman Williams seconded the motion. Motion carried, 5-0. Roll Call Vote: Joey Campbell – aye, Wayne Olsen – aye, Todd Sands – aye, Gary Chaves – aye, Chuck Williams – aye.***

4. **Discussion and possible action** on a proposed addendum to the Firelight Development Agreement allowing conditional approvals on select land use applications.

[https://www.youtube.com/live/hFijP3\\_zRA?si=plgkVGjj-AS1KnyH&t=3788](https://www.youtube.com/live/hFijP3_zRA?si=plgkVGjj-AS1KnyH&t=3788)

Attorney Gothard introduced the item, providing background information on the proposed addendum and outlining the process involved. She, along with Ben and Emily, responded to questions from the Council regarding approvals, timelines, and procedural steps. Mayor Sip then invited Doug Westbrook to speak on the item. Mr. Westbrook shared his thoughts on the property and expressed his opinion regarding the proposal. Jim Ence also provided comments on the item.

***Councilman Campbell made a motion to approve the addendum to the Firelight Development Agreement with the verbiage stating anything except any land use application that would require payment of a fee to somebody other than the city. Councilman Williams seconded the motion. Motion carried, 4-1. Roll Call Vote: Chuck Williams – aye, Gary Chaves – aye, Todd Sands – aye, Wayne Olsen – nay, Joey Campbell – aye.***

5. **Discussion** on recreational opportunities at Chief Toquer Reservoir.

[https://www.youtube.com/live/hFijP3\\_zRA?si=E281mero\\_HvDKP2X&t=5634](https://www.youtube.com/live/hFijP3_zRA?si=E281mero_HvDKP2X&t=5634)

Ben presented slides showing potential plans for Chief Toquer Reservoir going over recreational opportunities for the city, funding, and the creation of a committee. Mike Chandler commented on this item providing the sewer districts input on the project.

6. **Discussion and possible action** on Westfield Park completion plan.

[https://www.youtube.com/live/hFijP3\\_zRA?si=5gL1N8KIAQUsTfcU&t=6669](https://www.youtube.com/live/hFijP3_zRA?si=5gL1N8KIAQUsTfcU&t=6669)

Ben reviewed the plan for completing Westfield Park within budget and explained two paths forward for getting the remaining construction completed. He then answered questions from the Council regarding park design, contracted work, and funds for the park.

*Councilman Olsen made a motion to pursue the possibilities on building Westfield Park. Councilman Williams seconded the motion. Motion carried, 5-0. Joey Campbell – aye, Todd Sands – aye, Wayne Olsen – aye, Gary Chaves – aye, Chuck Williams – aye.*

7. **Discussion and possible action** on a trail installation payment in lieu agreement with Sapp Bros.

[https://www.youtube.com/live/hFijP3\\_zRA?si=D9Xt\\_ol4ZVp5-HG\\_&t=7752](https://www.youtube.com/live/hFijP3_zRA?si=D9Xt_ol4ZVp5-HG_&t=7752)

Mayor Sip summarized previous discussion on this item. Council and staff discussed the curb around the entrance to Sapp Bros, options for using the money, and the cost estimate from Sapp Bros.

*Councilman Campbell made a motion to approve the payment in lieu of the agreement with Sapp Brothers for \$191,438.00. Councilman Williams seconded the motion. Motion Carried, 4-1. Roll Call Vote: Chuck Williams – aye, Gary Chaves – aye, Todd Sands – nay, Wayne Olsen – aye, Joey Campbell – aye.*

8. **Discussion** of proposed sign regulations for the I-15 Corridor.  
The Council moved onto item F9.

9. **Discussion and possible action** on refunding the Conditional Use Permit application fee for Richard and Sarah Derrick.

[https://www.youtube.com/live/hFijP3\\_zRA?si=\\_WYbhvK79A70R94n&t=8407](https://www.youtube.com/live/hFijP3_zRA?si=_WYbhvK79A70R94n&t=8407)

Emily introduced this item explaining the application came through and there was no review done.

*Councilman Campbell made a motion to approve the refund for the Conditional Use Application fee for Richard and Sarah Derrick. Councilman Williams seconded the motion. Motion carried, 5-0. Joey Campbell – aye, Todd Sands – aye, Wayne Olsen – aye, Gary Chaves – aye, Chuck Williams – aye.*

10. **Discussion and possible action** on approving Chage Order #20 in the amount of \$111,188.64 from JP Excavating for shouldering and temporary pavement tabs.

[https://www.youtube.com/live/hFijP3\\_zRA?si=\\_E-o2LQ6Uv-E2UO4&t=8533](https://www.youtube.com/live/hFijP3_zRA?si=_E-o2LQ6Uv-E2UO4&t=8533)

Bob Lamoreaux answered questions from the council regarding the improvements made for shouldering and temporary pavement tabs.

*Councilman Chaves made a motion to table business item F10, Councilman Williams seconded the motion. Motion carried, 5-0. Joey Campbell – aye, Todd Sands – aye, Wayne Olsen – aye, Gary Chaves – aye, Chuck Williams – aye.*

11. **Discussion and possible action** on Resolution 2025.XX – a resolution to support Constitution Week as proposed by the National Society Daughters of the American Revolution Color Country Chapter.

[https://www.youtube.com/live/hFijP3\\_zRA?si=hW\\_E24\\_1Q6wxhT3K&t=8916](https://www.youtube.com/live/hFijP3_zRA?si=hW_E24_1Q6wxhT3K&t=8916)

Mayor Sip introduced this item explaining it needs to be approved yearly.

*Councilman Chaves made a motion to approve the resolution to support the Constitution Week. Councilman Williams seconded the motion. Motion carried, 5-0. Joey Campbell – aye, Todd Sands – aye, Wayne Olsen – aye, Gary Chaves – aye, Chuck Williams – aye.*

**G. CALENDAR OF EVENTS:**

[https://www.youtube.com/live/hFijP3\\_zRA?si=xh80Wxu01hD0i\\_4j&t=8982](https://www.youtube.com/live/hFijP3_zRA?si=xh80Wxu01hD0i_4j&t=8982)

Mayor Sip reviewed the calendar of events.

**H. CLOSED SESSION:**

*Councilman Campbell motioned to move into a closed session to discuss litigation, security, property acquisition or sale, or the character and professional competence or physical or mental health of an individual. Councilman Olsen seconded the motion. Motion carried, 5-0. Joey Campbell – aye, Chuck Williams – aye, Todd Sands – aye, Wayne Olsen – aye, Gary Chaves – aye.*

Minutes of the Closed Session were recorded and are now on file as a Protected Record.

*Councilman Williams motioned to move out of a closed session. Councilman Campbell seconded the motion. Motion carried, 5-0. Joey Campbell – aye, Chuck Williams – aye, Todd Sands – aye, Wayne Olsen – aye, Gary Chaves – aye.*

The Council moved back into an open meeting at 10:46pm.

**I. ADJOURN:**

*Councilman Williams motioned to adjourn the meeting. Councilman Campbell seconded the motion. Motion carried, 5-0. Joey Campbell – aye, Chuck Williams – aye, Todd Sands – aye, Wayne Olsen – aye, Gary Chaves – aye.*

Mayor Sip adjourned the meeting at 10:46 pm.

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Mayor – Justin Sip

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Date

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Attest: City Recorder – Emily Teaters