



Dutch John Town Council Work & Business Meeting

Minutes

Wednesday, July 23, 2025 at 6:00 pm

Meeting Address: Dutch John Community Building, 530 S. Blvd., Dutch John

Public access is available electronically. See <https://dutchjohn.org/electronic-meetings> for more details.

Work Items:

1. Call to Order

Minutes:

- Call to Order at 6pm
- Attendance: Butch Johns, Harriet Dickerson, Al Pulham, Amy McDonald, Rachel Albritton, Sandy Kunkle (online), Allen Parker(online).

2. Business License Ordinance (45 minutes)

Minutes:

- The business license application will need to be updated to reflect the new ordinance, ensuring it aligns with the revised requirements.
- The Council read through the draft ordinance and worked together to make suggested changes throughout the document. There was specific attention given to portions of the draft that Nate had highlighted and asked the Council to review and/or address.
- There was discussion about the extent of the Town's responsibility in verifying that applicants have all necessary state licenses and insurance. While the Town can easily check for required permits and licenses, it should not be responsible for determining the appropriate level of insurance for a business.
- The Clerk is the primary point of contact for business licenses, however the Recorder or the Mayor can be involved in the process if needed.
- This ordinance would change the current license approval process by requiring each license to be individually approved by the Council as an action item, rather than being included in the consent agenda.

- Council did not make it through the entire document, and will aim to complete the draft at the next work meeting.

3. Social Media Policy (15 minutes)

Minutes:

- The Council began reviewing the draft ordinance, with some members having provided comments beforehand. Amy led the discussion, addressing questions and concerns. Due to time constraints, the focus was on social media account governance—specifically, which departments can request accounts, who approves them, and who manages them. The Council agreed that account creation should be approved by the Town Council, and the requesting department should be responsible for managing the account.
- Discussion was also focused on who can post to social media accounts. While the public should be able to comment on social media posts, representatives of the -Town of Dutch John should only be the ones that can post.
- Next Step: Butch would like to have this included for action on the next Town Council agenda.

Business Meeting:

4. Call to Order / Pledge of Allegiance

Minutes:

- The meeting was called to order at 7:01pm

5. Roll Call

Minutes:

- Council and Town Members: Butch Johns, Harriet Dickerson, Al Pulham, Amy McDonald, Rachel Albritton, Sandy Kunkle (online), Allen Parker (online).

6. Consent Agenda

Minutes:

Motion - Amy made a motion to approve the consent agenda. Al second. All in favor.

a. Financial Report

b. Minutes of meeting: July 9, 2025

Minutes:

- Minutes were unavailable and will be reviewed during the next meeting.

c. Business Licenses: Jackson Woodward

d. Expenditures: Voucher List

e. Correspondence: Don Weaver

Minutes:

- Don wants to meet with Butch. The meeting has not occurred yet.

7. Committee / Staff Reports

a. Mayor's Report: iWorQ Meeting, Executive Meeting, Business Licenses

Minutes:

- Met with iWorqs for about 30 minutes to discuss current issues. Rachel will reach out to iWorqs to see about getting the CO and BP Letters updated

b. Volunteer Fire Department

c. Planning and Zoning

d. Building and Grounds

Minutes:

- People are improperly using the two small dumpsters at the end of North Ave and Sixth Ave. The operator is currently refusing to dump one of them because someone threw a cabinet into the dumpster.

e. Cemetery

f. Dutch John Freedom Fest: July 4, 2026, Check List Update

Minutes:

- Need to make sure to get dispensers for syrup next year rather than having a long line for people waiting to use syrup on a table.
- Know a week ahead of time whose banners need to be posted up.
- Discussion was had on when the show should be hosted. Town typically holds it on the 5th, however, the 5th is a Sunday next year. The mayor believes we should just hold it on the 4th. Amy agreed as long as Flaming Gorge Lodge is also hosting the car show the same day.
- Discussion was also had about where the show would be hosted next year given the proposed construction at the current site.

8. Public Comment

Minutes:

- No public comment

9. Old Business

a. Weed Spraying Update - Discussion Only

Minutes:

Spraying was completed in one day. The entire area that was asked to be covered was completed except for guide-row because there were some cars and boats left out blocking the ability to spray those areas. They will come back in 2-3 weeks to check the status.

b. Impact Fee Establishment Update - Discussion Only

Minutes:

- Sunrise Engineering is doing a Request for Pricing (RFP) for the town. They are estimating 3 hours to write up the RFP. The resulting RFP will be

handed off to Zion Bank.

c. Truth In Taxation Public Hearing Aug 13, 2025 6:00PM - Discussion Only

Minutes:

- Just a reminder that there will be a public hearing on August 13th. Everything is in place to meet all requirements.

10. New Business

11. Closed Session, if necessary* Pursuant to 52-4-20

12. Adjournment

Minutes:

- Meeting adjourned at 7:26pm

Contact: Harriet Dickerson (hdickerson@dutchjohn.org 435-880-8042) | Minutes published on 09/19/2025, adopted on 09/10/2025



Deputy Clerk