



Dutch John Town Council Work & Business Meeting

Minutes

Wednesday, August 27, 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 / Pledge of Allegiance

Minutes:

- Call to order at 6:07pm
- Attendance: Butch Johns, Harriet Dickerson, Amy McDonald, Rachel Albritton, Allen Parker (online)

2. Social Media Policy

Minutes:

- The attorney recommended adding to the policy that before a post / comment is deleted the town attorney will be consulted.
- No other comments. Will move this on to TC to review during the regular meeting.

3. Business License Ordinance

Minutes:

- Discussion on if there are differences between a kind of license and a class of license. It was determined that these are two distinct references and both references should remain.
- Contents of Application - discussion on the need for the application to collect the valuation of the business. Amy explained that this helps estimate the amount of tax the business should generate
- Discussion on the frequency of re-application. Business licenses are not 'renewed', rather, an application for a new business license is submitted

annually.

- There should be a single application fee across the board regardless of the application being submitted. Application fees are not the same as fees that may also be associated with a specific application.
- Discussion on if a business application can be denied if the requesting business owes the Town money. Butch suggested adding a definition to further support reason(s) for denial. Amy also suggested to discuss this with the attorney to make sure language and reasoning is sound.
- Harriet raised an issue with nightly rentals that do not fit in with the current language in this draft ordinance. Short term rentals should probably be pulled out from this ordinance as well as PNZ and put into its own ordinance.
- Discussion on if employees, other than residents of the residence, shall be in the premises. Butch added that there can be conditions attached to the business license to assist in minimizing impacts to surrounding residents. Al also suggested putting a limit on the number of employees permitted. It was acknowledged that this is something that needs further consideration.

4. Beer and Liquor Ordinance

Minutes:

- Did not get to this item

Business Meeting:

5. Call to Order

Minutes:

- Call to order at 7:03pm

6. Roll Call

Minutes:

Butch Johns, Harriet Dickerson, Amy McDonald, Rachel Albritton, Al Pulham

7. Consent Agenda

Minutes:

Motion

Amy motioned to accept the consent agenda. Al second. All in favor.

a. Minutes of meeting: June 25, 2025, August 13, 2025

Minutes:

- Public hearing: updates to names (spelling) and some comments.
- For next meeting, July 9 and July 23 minutes still need to be reviewed and adopted.

b. Business Licenses:

c. Expenditures: Voucher List

d. Correspondence:

Minutes:

- Gov office regarding cyber security protection. The state has a program that they have asked us to be a part of. There is a program that the state offers to assist towns like ours with at no cost. Butch believes that all five laptops should be a part of this.
- CIB wanted an update on the loan.
- Redtail bond release. There are no objections.
- Flaming Gorge road and Transportation Services - do we have any projects/requests to take to them? The deadline is Sept. 19th and the amount of work needed to meet that deadline is not currently feasible. Butch did ask about grant requests for 'safe-sidewalk' on the east side of 191 from the new Western Rivers Fly shop to Trout Creek Flies.
- The 'Welcome to Dutch John' signs are completed. Waiting on another state agency before the signs can be installed. The sign is currently missing the town slogan, but Butch will follow up on how that can get added before installation.

e. Financial Report

Minutes:

- Reviewed the current report and balances in each account.
- Butch asked for the council to approve the transfer of approximately \$200k to the PTIF to raise the overall balance to a million while interest rates are still favorable.
- Al had a question about the cost of the water bill for July - just wanting to make sure that the cemetery is staying within budget.

8. Committee / Staff Reports

a. Mayor's Report

Minutes:

- Highway Department. They are saying there are 57 residential houses in DJ. These are defined as year-round residences. This is related to the safe-sidewalk discussed earlier.
- Dutch John Airport - Productive discussions took place with the county commission, Dutch John representatives, and other stakeholders on how to leverage the airport area's growth for the benefit of Dutch John.
- CIB for Clinic and Fire Department: A follow-up meeting is scheduled for next week.
- Cemetery Property - The County provided positive feedback regarding the property near the cemetery. Their only concern is ensuring that property access is not impeded to adjacent landowners / future development.

b. Volunteer Fire Department

c. Planning and Zoning

Minutes:

- There is a public hearing next Wednesday and then those changes will be sent over to the Council for review and consideration.

d. Building and Grounds**Minutes:**

- Major flooding in town today from heavy rain. Butch and others were able to clear out obstructions to drainage ways.
- Weed control will also be needed next year near the Kestrel Circle area.
- Engineer plans for the conference hall remodel - someone should be coming up in the next few weeks to evaluate and draw up plans. Butch stated he would like it completed before the end of the year.
- Sept 11 Day of Service
 - Garbage cleanup is needed around town.
 - Maple saplings could be cleaned up around the fire station.

e. Cemetery**Minutes:**

- Replace landscape fabric that is currently rotting

f. Freedom Festival: July 6, 2026**Minutes:**

- The town needs to invoice the county (or possibly an entity of the county?) for the freedom festival.
- Donations from 2025 - just over \$8,000
- Next year we need to restrict fireworks during the freedom festival (no private fireworks)

9. Public Comment**Minutes:**

- No public comment

10. Old Business**a. Social Media Policy - Discussion and Possible Action****Minutes:**

- Amy made a motion to accept the policy with the changes discussed in the work session. Harriet second. All in favor. No opposed.
- Butch did state that the attorney has reviewed the ordinance and his suggestion was incorporated.

b. Business License Ordinance - Discussion and Possible Action**Minutes:**

- Discussed in the work meeting. There is a public hearing on Sept. 10.

Any changes between now and then should be sent to Amy for review and possible incorporation.

c. Impact Fee Establishment Update - Discussion Only

Minutes:

- Allen reviewed plans with the engineer. Some modifications are needed. As soon as the modifications are completed, Allen will have something for the Council to review.
- Butch asked if current development proposals would be affected by the impact fee. Allen responded that impact fees would be collected when building permits are issued.

d. CIB Application Update - Discussion and Possible Action

Minutes:

- Butch presenting to the board next week. Some matches in the CIB may involve the acceptance of a loan. Butch wants guidance from the Council on how to handle this possible stipulation(s). Currently, they are proposing a \$428,596 loan for 30 years which is something that Butch will argue against. The town can pull out at any time.
 - Amy says she trusts Butches judgement.
 - Harriet says that the town should continue to pursue it until we get enough details to make an informed decision.
 - Al thinks that the current loan amount is too much for the Town to currently carry. There needs to be more income from the grant side (50/50).

e. Weed Spraying Update - Discussion Only

Minutes:

- Butch asked if we knew when they were coming back. Harriet was unsure but she can follow up. She did say that we need to identify any other areas that need to be sprayed. Butch also recommended we begin earlier in the year next year to try and stay ahead of weed control.

11. New Business

a. Governor's Office of Cybersecurity - Discussion and Possible Action

Minutes:

- Discussed during correspondence.
- Harriet made a motion that the town participate. Amy second. All in favor. No

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

13. Adjournment

Minutes:

- Meeting adjourned at 8:08pm

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


Deputy Clerk