Town of Dutch John
P.O. Box 235, Dutch John, UT 84023
(435) 885-3036 https://dutchjohn.org

Dutch John Town Council Work & Business Meeting

Minutes

Wednesday, September 24, 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 / Attendance**

Minutes:

- Call to order at 6:03.
- There was an issue with the recorder, and it was restarted at 6:14, loosing the first 10-11 minutes of audio for the work session.

Attendance

- Butch John, Harriet Dickerson, Al Pulham, Sandy Kunkel, Rachel Albritton

2. **Private Streets, HOAs and Low Income Housing**

Minutes:

Private Streets

- Concern was raised that private streets may be constructed below the town's required standards (i.e., not compliant with planning ordinances), under the assumption that the Homeowners Association (HOA) will handle maintenance. Specifically, if an HOA becomes inactive or lacks funds for maintenance, responsibility may eventually fall back on the town. This has happened in other cities/towns.
- The Town Council should consider whether private roads should be allowed at all, or whether the Planning and Zoning Commission (PNZ) should have authority to grant exceptions.
- There was something issued by the states ombudsman this year related to HOAs. Butch will consult with Mike to find out the details and how it might affect the towns approach to HOAs.

- The town will consult the town attorney to gather more information.
- Harriet asked whether the PNZ ordinance could explicitly prohibit HOAs. Butch stated that this question needs to be clarified with Mike (town attorney).

Low Income Housing

- Developers can be required to include affordable housing units in their developments.
- Butch suggested that the PNZ ordinance should require a certain percentage of all new housing developments to be designated as affordable or low-income housing. The percentage can be determined later once more information about restrictions is determined.

Planned Unit Developments (PUDs) - This topic is intended for a larger discussion in the future. - Rachel expressed concern about which elements of PUDs should allow for flexibility or exceptions, and which should not. She believes the current ordinance is too weak to support firm push back in some cases. - Butch will discuss this matter with Mike (town attorney) for further guidance.

3. **Land Use Ordinance Updates**

Minutes:

- The Council started going through proposed ordinance changes. They got through Chapter 6 and got stuck on the discussion of changing the requirement of driveways from only asphalt or concrete to 'hardened' which was defined to have more options outside of the two previously mentioned.
- The mayor doesn't want this applied to recent construction (within the past five years) - this brought about conversations about how to handle the enforcement of this PNZ requirement.
- Al liked the options provided in the new hardened surface definition but understands the predicament.
- The conversation was tabled to move on to the next work item. The discussion will resume in the next work meeting.

4. **Compensation Ordinance**

Minutes:

- This ordinance would require a public hearing every year by state law because elected officials would be getting paid, even if the amount is zero.
- Council agrees to move this to the business meeting for adoption.

Work session was adjourned at 6:57pm

Business Meeting:

5. **Call to Order / Pledge of Allegiance**

Minutes:

- Call to order at 7:00pm

6. **Roll Call**

Minutes:

- Council & Town Members: Butch Johns, Harriet DIckerson, Al Pulham, Sandy Kunkel, Rachel Albritton, Amy McDonald (online), Allen Parker (online)

7. **Consent Agenda**

Minutes:
Motion
Al made a motion to accept the consent agenda. Sandy second. All in favor. No opposed.

a. **Minutes of meeting: September 10, 2025 Public Hearing and Meeting**

Minutes:

- Minutes accepted as presented

b. **Business Licenses: Kate Skilbred**

Minutes:

- License has not yet been paid so there was no license review.

c. **Expenditures: Voucher List**

Minutes:

- Sandy asked if we paid Gold Cross monthly and Butch clarified that the Gold Cross charge was for Freedom Fest.
- Positive discussion on Butch getting paid for mileage from Feb - September.
- Sandy asked if the payment to Kerri Nakamura would be the last one. Butch said that should be the final payment.

d. **Correspondence:**

Minutes:

- Butch got an email from Heather Paulson (CIB). On Oct 1 there is a CIB meeting when all the award amounts will be finalized.

e. **Financial Report**

Minutes:

- Sandy asked about the donation amount for the Freedom Fest. Amy clarified that since most donations were received before July 1st, those donations were presented in the FY25 financial report and the current financial report begins on July 1. Any donations received since then do show on the report.

8. **Committee / Staff Reports**

a. **Mayor's Report**

Minutes:

- Butch worked with Allen and the Four-Pillars developers. The project will be called Sundrop Resort.

  - Butch reviewed the land being purchased from the RDA by the cemetery with the developers since this is going to be adjacent to their project area. There were no issues expressed by the developers about this.
  - The first project will be affordable housing.
  - The entire development would require a PUD. They are mostly looking to rezone to Resort Residential.
  - There is a final element the developers are working with the RDA on. Once that is complete then the deal should move forward.
  - Sandy asked about the trails and green-space since many of the existing trails are in the project area. Butch replied that this is something that the developers will need to work with the town on to preserve/refine these in some way.
  - There was discussion on the size of this project.The acreage of land purchased and proposed for development is bigger than the existing town. It was expressed by many that a development project this size just doesn't make sense for the town.
- New Town Clinic
  - Butch met with the Ashley Regional Medical Group: Physician Service Market Director, Wayne Gatewood, and discussed the architecture for the new building. Ashley Regional has spare equipment (medical and non-medical) that can be utilized.
  - The Town needs to give some thought to all the people that live in the surrounding area that may be able to utilize the clinic (as opposed to just the town and surrounding Flaming Gorge residents.
  - There would be a lease agreement with the medical group that runs the clinic. The clinic itself would be similar to an urgent care, but a step below what an urgent care could provide (ie sinus infection, fever ect.)
- Dutch John Resort
  - David Orr came over to the Conference Hall looking for their building permit for their new hotel. They are saying that Matt Tate approved everything.
  - Butch brought up the concern about the missing retaining wall against Jesse Lassley property. He also raised concern about the dirt pit and other issues with existing projects. Butch encouraged them to finish the existing projects and resolved those existing issues before getting new projects started.
  - Rachel stated that Planning and Zoning has not received any communication from Matt Tate. The last set of plans for the project was submitted to PNZ months, if not over a year ago and they have not been presented with any new / updated plans that resolved previous issues.

- Sandy asked if future communications could be done through a summary email so that there isn't so much time spent going through communications since the last meeting. Additionally she thought that a summary email would help Butch remember more easily what needs to be communicated.

b. **Volunteer Fire Department**

c. **Planning and Zoning**

d. **Building and Grounds**

e. **Cemetery**

Minutes:
- The cemetery board will be presenting a proposal to increase rates.

f. **Freedom Festival: July 4, 2026**

Minutes:
- There was an issue with Vortex invoicing. They were sending the invoice somewhere other than directly to the town email and therefore the town wasn't getting it. Next year the town should make sure that the invoice is sent to the town and not to an individual or a different entity.

9. **Public Comment**

Minutes:
- None

10. **Old Business**

a. **Land Use Ordinance Updates - Discussion and Possible Action**

Minutes:
- Discussion is tabled until the Council can review all changes.

11. **New Business**

a. **MOU and Resolution for America 250 - Discussion and Possible Action**

Minutes:
- Harriet presented.
- There is a $1500 grant available. To be eligible for the grant, the town needs to sign an MOU and a Resolution provided by America 250.
- There is accountability and guidelines that they have provided.
- Harriet read aloud the Resolution.
- The Committee is currently Harriet and Sandy, but it is anticipated that more members will join in the coming weeks and months.
- Al asked about the list of activities / projects the committee would be involved in. Below is a draft list of ideas but it is subject to change
  - October: Chili Cookoff
  - Feb 20th - Presidents Month

- May 1 - Celebration for Memorial day
- June 14 - Flag Day
- July 4 - Pancake Breakfast
- Sept 11
- November - Turkey shoot (?)

- There needs to be a website dedicated to the America 250
- Harriet also read portions of the MOU aloud to the Council for transparency.

Motion

Sandy made a Motion to accept the MOU and the Resolution for America 250. Al second.

Vote

- Butch Johns - Yes
- Amy McDonald - Yes
- Sandy Kunkel - Yes
- Al Pulham - Yes
- Harriet Dickerson - Yes

b. MOU with the Utah Cyber Center for Cyber Security Services - Discussion and Possible Action

Minutes:

- State offering this service: full professional IT services.
    - Anti-virus / malware etc. , Remote desktop setup, Security Training and IT Training etc.
- Free to the Town because we are less than 10,000 people

Motion

Sandy motioned to accept the MOU. Amy second. All in favor. No Opposed.

c. Resolution 2025-04 Election Cancellation - Discussion and Possible Action

Minutes:

- Harriet read through the Resolution for transparency and reviewed all the public notice requirements.

Motion

All motioned to accept the resolution. Sandy second.

Votes

- Sandy Kunkel - yes
- Amy McDonald - yes
- Al Pulham - yes
- Harriet Dickerson - yes
- Butch Johns - yes
- Butch made a note that in a future meeting the budget for elections for this year should be reviewed and open a discussion to reallocate those funds.

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

13. Adjournment

Minutes:

- Meeting was adjourned at 8:23pm

Contact: Harriet Dickerson (hdickerson@dutchjohn.org 435-880-8042) | Minutes published on 10/09/2025, adopted on 10/08/2025

Deputy Clerk