

Town Council

Levan Town Hall, September 11, 2025, 7:00 PM

Meeting minutes

Present at meeting: Mayor Bruce Rowley, Council member Chris Chipping, Council member Council member Ray Evans, Council member Rachel Goates
Town Clerk Christine Carrigan
Meeting Recorder: Chantal Rowley,
Others attending: Shay Morrison (R6), Joel Winn, Carol Bennett, Russell & Christie Mangelson, Jerry & Karen Spencer, Fred & Julie Smalley, Nathan Washer

Opening Ceremonies

Mayor Bruce Rowley called the Town Council meeting to order at 7:00 PM on Thursday, September 11, 2025. He welcomed everyone in attendance. Ray Evans offered the invocation, followed by Rachel Goates leading the Pledge of Allegiance.

Discussion Items/Action Items

R6 Update – Presentation by Shay Morrison

Shay Morrison provided several updates regarding ongoing projects and programs:

- CDBG Funding: Morrison reported that while all paperwork is ready on both R6 and the state's side for the pickleball court project, they have not yet received the funds from the federal government. He explained that funding timing varies year to year - sometimes arriving in July or August, other years not until winter. He confirmed they will keep the town updated on when the funds are received.
- CDBG Application Period: Morrison noted that the program is starting again and Levan could apply for future funding, though there is typically a one-year waiting period for communities that have been funded. He encouraged the Council to consider future applications after they complete their current project, emphasizing that while the process can be difficult, it provides valuable grant money.
- ULCT Conference: Morrison reminded the Council about the Utah League of Cities and Towns conference on October 1-2 in Salt Lake City.
- Impact Fee Reports: Morrison asked about the status of Levan's impact fee reports, learning they were started but not yet finished. He explained the state is requiring a new report format this year and many communities have had their submissions rejected. He offered to send the new template and assist with completing the reports. The new requirements include showing specific addresses where impact fees were collected, interest earned, and details about planned expenditures.
- CIB Applications: Morrison informed the Council that the deadline for Community Impact Board applications is October 1 at 5:00 PM. He noted that while funding is limited and most awards are loans rather than grants, it remains an option for large infrastructure projects.
- Water System Fees: Morrison discussed newly proposed fees for Utah Public Water Systems, explaining they're being implemented because of federal funding cuts. He indicated the fees would be relatively small for Levan but suggested monitoring the situation for budgetary planning.

- Open Public Meetings Act Reminder: Morrison concluded with a reminder about voting requirements under the Open and Public Meetings Act. He emphasized that the number of votes required to pass items remains constant regardless of vacancies or absences - for a five-member council, three votes are needed for standard items, and four votes (two-thirds) are required to enter a closed session.

Appointment of New Council Member

Two applicants, Jerry Spencer and Julie Smalley, were considered for the vacant Council position which will be filled until January 1, 2026.

Jerry Spencer spoke first, sharing that he has loved moving to Levan and appreciates the friendliness of the community. He explained that while he had opportunities to help in previous communities, his extensive travel prevented deeper involvement. Spencer described his experiences living in communities that were later combined into one city, noting both positive and negative outcomes. He emphasized his desire to preserve Levan's strong sense of community and family atmosphere, stating that he and his wife plan to spend the rest of their lives in Levan and wish to be "part of the solution rather than one of the problems."

Julie Smalley spoke next, noting she has lived in Levan her entire life. She referenced her experience as a retired teacher who has served on various boards and councils. Smalley emphasized the importance of collaboration and different perspectives in making the best decisions. She described herself as a lifelong learner who believes community members are assets and that "positivity breeds positivity." She stated her belief that all Levan citizens have a duty to serve their community, whether through being neighborly or serving in official capacities.

Following the presentations, Christine conducted a roll call vote:

Motion: To appoint Jerry Spencer to the Town Council made by: Chris Chipping Seconded by: Rachel Goates Vote: Roll Call unanimous approval Chris Chipping - Yes, Rachel Goates - Yes, Ray Evans - Yes, Mayor Rowley - Yes

Jerry Spencer was immediately sworn in, taking the oath of office administered by Christine.

Mayor/Councilmember/Department/Committee Reports

Mayor/Council Member Reports

Mayor Rowley reported that the town had sealed and chipped some streets that day and would be doing more streets on Monday. He also mentioned they would be fogging the new street put in recently to help preserve the asphalt. Some other new streets in town would receive the same treatment rather than being chipped.

Office Issued Permits Reports

Clerk Christine Carrigan reported that one fence permit was issued to Taylor Bryan for construction of a fence.

Planning Commission Report

Rachel reported that the Planning Commission did not meet the previous month due to lack of business.

Committee Reports

Rachel reported that the Youth Council is not currently involved in any notable activities.

Ray reported that he attended the fire meeting and everything appeared to be in order.

Other Reports

No additional reports were presented.

Council Business

Approval of Minutes for August 25, 2025, Regular Meeting

Christine noted there was an error in the minutes that had been corrected.

Motion: To approve the minutes of August 25, 2025, regular meeting with the corrections. Made by: Ray Evans. Seconded by: Chris Chipping Vote: Approved unanimously

Approval of Claims (8-1-2025 to 8-31-2025)

Motion: To approve the claims from 8-1-2025 to 8-31-2025, the payroll comparison report from 7-1-2025 to 8-31-2025, and the final cash receipts report from 7-1-2025 to 7-31-2025. Made by: Rachel Goates Seconded by: Ray Evans Vote: Approved unanimously

Approval of Payroll Comparison Report (7-1-2025 to 8-31-2025)

This item was approved in the combined motion with the claims and cash receipts report.

Approval of Final Cash Receipts Report (7-1-2025 to 7-31-2025)

This item was approved in the combined motion with the claims and payroll comparison report.

Review Tentative Cash Receipts Report (8-1-2025 to 8-31-2025)

No discussion of this agenda item was recorded in the transcript.

Review Budget Report (7-1-2025 to 8-31-2025)

No discussion of this agenda item was recorded in the transcript.

Public Comments

No public comments were offered.

Convene into Executive Session

No executive session was held.

Adjourn

Motion: To adjourn the meeting. Made by: Rachel Goates Seconded by: Ray Evans Vote: Approved unanimously

The meeting was adjourned at 7:24 PM.

Christine Carrigan, Clerk