



Municipal Building Authority / City Council Meeting

Minutes

Tuesday, September 9, 2025 at 7:00 pm

Attendees: Mayor Bayley Hedglin, Councilmember Kirk Crowley, Councilmember Ron Skinner, Councilmember Nathan Chamberlain, Councilmember Kevin Dunn, Councilmember George Rice, City Manager Kaeden Kulow, Assistant City Manager Megan Gallegos, City Recorder Melissa Gill

Meeting Location: Hideout Community Center 648 S Hideout Way

Monticello City Council Meeting

1. Call to Order

Minutes:

Mayor Hedglin called the Monticello City Council meeting to order at 7 pm. The following visitors were present: Planning Commissioner Lee Bennett, Planning Commissioner Mary Cokenour, Public Works Director Chris Baird, Shayne Brewer, Tanner Holt

2. Invocation/Opening Remarks/Pledge of Allegiance

Minutes:

Mayor Hedglin invited any members of the audience or Council to offer an invocation. An invocation was given by Councilmember Crowley. Mayor Hedglin led all present in the Pledge of Allegiance.

3. Consider Minutes Review / Approval (action)

Minutes:

MOTION to approve the minutes as presented with the correction of Councilmember Crowley being absent 07/03/2025 was made by Councilmember Crowley and seconded by Councilmember Dunn. The motion passed unanimously.

Vote results:

Ayes: 5 / Nays: 0 / Abstains: 0

4. Consider Payment of Bills (action)

Minutes:

Clarifying questions were asked by the Council regarding the payment of bills. MOTION to approve the bills as paid was made by Councilmember Chamberlain and seconded by Councilmember Skinner. The motion passed unanimously.

Vote results:

Ayes: 5 / Nays: 0 / Abstains: 0

5. Public Comment (discussion)

Minutes:

There was no public present for comment.

6. Public Hearing: Monticello City Annexation Policy (discussion)

Minutes:

Mayor Hedglin opened the public hearing for the Monticello City Annexation Policy at 7:05 pm. Planning and Zoning Director Gallegos reiterated the reason for the public hearing. She further answered questions from the Council regarding public comment and desires regarding the policy.

Hearing no further comments Mayor Hedglin closed the public hearing at 7:10 pm.

7. Public Hearing: Monticello City Consolidated Fee Schedule Update (discussion)

Minutes:

Mayor Hedglin opened the public hearing for the Monticello City Consolidated Fee Schedule update at 7:10 pm. City Manager Kulow summarized the changes suggested in the Consolidated Fee Schedule update.

Hearing no further comments Mayor Hedglin closed the public hearing at 7:12 pm.

8. Consider for Approval: Resolution 2025-11 Enbridge Gas Service Agreement (discussion/action)

Roll Call Vote

Minutes:

Mayor Hedglin moved the agenda to the next Council meeting because Enbridge's Attorneys are still reviewing the agreement.

9. Consider for Approval: Resolution 2025-12 An Interlocal Agreement with San Juan County for Building Inspection Services (discussion/action)

Roll Call Vote

Minutes:

Kulow explained that the interlocal agreement has been approved by the County Commission and summarized the terms of said agreement for the Council.

MOTION to approve Resolution 2025-12: An Interlocal Agreement with San Juan County for Building Inspection Services was made by Councilmember Chamberlain and seconded by Councilmember Skinner.

Roll Call Vote: Councilmember Dunn, Aye Councilmember Rice, Aye Councilmember Crowley, Aye Councilmember Chamberlain, Aye Councilmember Skinner, Aye The motion passed unanimously.

Vote results:

Ayes: 5 / Nays: 0 / Abstains: 0

10. Consider for Approval: Questions for General Plan Survey (discussion/action)

Minutes:

Kulow introduced the questions presented from administration, planning commission, and city council. It was determined to add an additional comment box at the end of the

survey. The survey will be released on October 1, 2025 and the responses will be compiled to send to the Planning Commission in February 2026.

MOTION to approve the questions for the Monticello City Plan Survey with the additions discussed was made by Councilmember Crowley and seconded by Councilmember Dunn. The motion passed unanimously.

Vote results:

Ayes: 5 / Nays: 0 / Abstains: 0

11. Playground Equipment (discussion/action)

Minutes:

San Juan County Commissioner Stubbs joined the meeting via phone call at 7:20 pm. Kulow informed the Council that he has reached out to the City Attorney to find out what legalities are involved when giving playground equipment away. The Attorney stated that the City has 4 options. Option 1: Due to safety and liability issues, the City removes the playground equipment and destroys it. Option 2: Offer the equipment as surplus and take it out for bid where the buyer signs a liability release and removes the equipment themselves. Option 3: Move the equipment to another city park and take on all liability. Option 4: Donate the playground equipment to another community and have them remove and transport the equipment along with signing a release of liability to the City of Monticello.

Commissioner Stubbs expressed a desire for the City to donate the playground equipment that will be removed from Veterans Park to the Community of Westwater, UT. She stated that the Navajo Nation is not bound to the same laws as Monticello City and San Juan County and a crew is available to remove the equipment from Veterans Park and transport it to the Westwater Community.

There was a great deal of discussion on this agenda item.

Councilmember Chamberlain stated he would like to get a quote on how much it would cost to reconfigure the Circle Park playground foundation for the equipment to be moved from Veterans Park to Circle Park.

The general consensus of the Council was to allow the Community of Westwater to take ownership of the playground equipment with a release of liability to Monticello City. Kulow and Gallegos will take steps necessary to ensure that will be allowed without violating the terms of the grant which allowed the purchase of the new playground equipment.

12. Consider for Approval: RFP Recommended Awards for Veterans Park Sitework and Preparation for Playground Equipment (discussion/action)

Minutes:

Gallegos requested this agenda item be moved to the next council meeting.

13. Consider for Approval: Closed Session for the purpose of discussing the purchase, exchange, or lease of real property, including any form of a water right or water shares (action)

Roll Call Vote

Minutes:

MOTION to move into a closed session for the purpose of discussing the purchase, exchange, or lease of real property, including any form of a water right or water shares

was made by Councilmember Crowley and seconded by Councilmember Dunn.
Roll Call Vote: Councilmember Dunn, Aye Councilmember Rice, Aye Councilmember Crowley, Aye Councilmember Chamberlain, Aye Councilmember Skinner, Aye The motion passed unanimously and Mayor Hedglin moved the Council into closed session at 7:36 pm.

Vote results:

Ayes: 5 / Nays: 0 / Abstains: 0

14. Consider for Approval: RFP to Upgrade or Replacement of the Audio and Visual Equipment at the Hideout Community Center, 648 S Hideout Way (discussion/action)

Minutes:

Kulow informed the Council he would like permission to put out an RFP to upgrade or replace the projector, sound system, and audio controllers currently housed at the Hideout Community Center. He stated that San Juan County has agreed to contribute to the cost involved.

MOTION to approve the RFP to Upgrade or Replace the Audio and Visual Equipment at the Hideout Community Center, 648 S Hideout Way was made by Councilmember Chamberlain and seconded by Councilmember Crowley. The motion passed unanimously.

Vote results:

Ayes: 5 / Nays: 0 / Abstains: 0

15. Consider for Approval: RFP for Water Storage Engineering Study (discussion/action)

Minutes:

MOTION to approve the RFP for Water Storage Engineering Study was made by Councilmember Chamberlain and seconded by Councilmember Dunn The motion passed unanimously.

Vote results:

Ayes: 5 / Nays: 0 / Abstains: 0

16. Follow Up Items

Minutes:

There were no follow up items to discuss.

17. Governing Body / Administrative Communications

Minutes:

ULCT Annual Conference October 1st and 2nd. Mayor Hedglin will be attending.
Sept. 16th Meet The Candidates Night.
Clothing drive Sept 24th - Sept 27th.
San Juan ATV safari is Sept. 18, 19, &20th.

18. Upcoming Agenda Items

Minutes:

Enbridge Agreement - Approval of Annexation Policy - Approval of Backup Building Inspection Services with Blanding City - Approval of Consolidated Fee Schedule Update - Consider for Approval Extension of Building Permit for 617 W Oak Crest Dr. -

Justice Court Agreement - Young's Theater

19. Adjournment (action)

Minutes:

MOTION to adjourn was made by Councilmember Dunn and seconded by Councilmember Crowley. The motion passed unanimously and Mayor Hedglin adjourned the Council meeting at 9:02 pm.

Vote results:

Ayes: 5 / Nays: 0 / Abstains: 0

Municipal Building Authority Meeting

20. Call to Order

Minutes:

Mayor Hedglin called the MBA meeting to order at 9:02 pm.

21. Consider MBA Minutes Review / Approval (action)

Minutes:

MOTION to approve the minutes of 08/12/2025 was made by Councilmember Chamberlain and seconded by Councilmember Crowley. The motion passed unanimously.

Vote results:

Ayes: 5 / Nays: 0 / Abstains: 0

22. Consider Payment of MBA Bills (action)

Minutes:

MOTION to approve the bills as paid was made by Councilmember Chamberlain and seconded by Councilmember Dunn. The motion passed unanimously.

Vote results:

Ayes: 5 / Nays: 0 / Abstains: 0

23. Adjourn (action)

Minutes:

MOTION to adjourn was made by Councilmember Chamberlain and seconded by Councilmember Dunn. The motion passed unanimously and Mayor Hedglin adjourned the Monticello City MBA meeting at 9:02 pm.

Vote results:

Ayes: 5 / Nays: 0 / Abstains: 0

Notice of Special Accommodations

THE PUBLIC IS INVITED TO ATTEND ALL CITY MEETINGS In accordance with the Americans with Disabilities Act, anyone needing special accommodations to attend a meeting may contact the City Office, 587-2271, at least three working days prior to the meeting. City Council may adjourn to closed session by majority vote, pursuant to Utah Code §52-4-4 & 5. The order of agenda items may change to accommodate the needs of the City Council, the staff, and the public.

Audio File

<https://soundcloud.com/user-250815044/2025-09-09-city-council-complete>

Contact: Melissa Gill, Recorder (melissa@monticelloutah.org 435-587-2271) | Minutes published on 10/16/2025,
adopted on 10/14/2025