



2191 East 6550 South – Uintah, Utah 84405

(801)479-4130

Office Hours M-W 9:00-5:00 Thr-Fri 9:00-1:00

UINTAH CITY COUNCIL
MONDAY, OCTOBER 27, 2025

1:00 p.m.

STAFF MEETING MINUTES

Attendees: Council Member Bell, Council Member Combe, Council Member Roberts, Council Member Patterson, Lt. Slater, Weber Fire Dave Reed, Public Works Jack Burton & Tim Kendell, City Recorder Michelle Mortensen, Building Inspector Jeff Monroe, Utility Clerk Brindy Woodbury, Court Clerk Christie Blackner, Planning Commission Chair Deb Wickizer

AGENDA ITEMS:

1. **MEETING CALL TO ORDER:** Mayor Pro Tem Bell called the meeting to order at 1:00 p.m.
2. **This staff meeting is to discuss the day to day operations of the city and items that may be discussed include: Budget, Building Inspections, Cemetery, Garbage, Complaints/Nuisances, CTC, Court, Community Events, Water, Public Works, Emergency Preparedness, Weber Fire, Grants, Meetings, Park, Planning Commission, Roads, Sheriff's Department, Stormwater, and any other miscellaneous items pertaining to city business.**

Road and Safety Discussion

- Photos were shared of the west-end road following complaints about visibility and center line fading.
- Discussion on repainting just the corners and possibly adding signs: speed limit, blind corner, or walkers in road
- Noted that hedges near the trailer park may obstruct visibility, but since they're on private property, the city's authority is limited.
- Last paint job was about a year ago and hasn't held up well.
- Staff to review MUTCD (signage) guidelines and check with Interstate for pricing options on repainting sections.
- Consensus: safety is the priority; awaiting cost info and recommendations.

Cemetery Updates

- A large dead spruce tree was removed; another may need removal next spring due to disease (possibly caused by drought and "spruce scale").
- Veterans Day preparations: flags and crosses will be set up before Nov. 11; wreaths will remain for "Wreaths Across America."
- A new snowblower was purchased for clearing grass during winter burials.

Fraudulent Planning Commission Emails

- Several residents received scam emails pretending to be from the city's Planning Commission, requesting \$4,000 wire transfers for "permit fees."
- City confirmed the emails are fraudulent and not from city servers.
- Plan: post a disclaimer on the website and social media reminding residents the city will **never** request wire payments and to verify any invoices directly.

Building Code Enforcement

- Ongoing issue with a property owner building bathrooms in an office without proper permits.
- City issued a **stop-work order**; weekly checks being done.
- Discussion on doubling permit fees for violations and requiring all building activities (“if a shovel goes in the ground”) to be reviewed.
- Coordination between building official and fire marshal to ensure safety and liability coverage.

Property Fraud Prevention

- County Recorder offers a free **Property Watch** service for residents to monitor changes to property titles or deeds.
- Encouraged residents to sign up.

Park and Facility Rentals

- Discussion on park rentals for events and tournaments.
- Suggestion to rent by **sections or time blocks (e.g., 3-hour increments)**, as other cities do.
- Revisions postponed until after park renovations.

Upcoming Planning Commission

- Light agenda: Smith family boundary line adjustment and year-end project discussions.

Community Events

- **Halloween:** Church event at 5 p.m. Friday.
- **Veterans Day:** 13th at 9 a.m. at the cemetery.
- **Christmas Party:** Tentatively planning a Monday lunch or weekday noon gathering in December.

Volunteer and Event Coordination

- Dean Larson resigned from volunteering due to council vote but will still donate privately.
- Liz and Jill will co-chair city celebration next year, transitioning leadership.

On-Call Policy and Communication

- Discussion on the **after-hours on-call system**
 - Options considered:
 - Shared calendar for scheduling.
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Miscellaneous

- Follow-up planned on nuisance complaints and fly issue (season ending naturally).
- Work underway on **electronic meeting ordinance**, **privacy policy**, and **data inventory**.
- Mayor and attorney reviewing these updates.

3. **MEETING ADJOURNMENT:**

Meeting was adjourned at 1:51 p.m.

Michelle Mortensen, Uintah City Recorder

Date