

1 Mayor Leak called to order a regular Cornish Town Council meeting on November 5, 2025, at  
2 the Cornish Town Hall, located at 4788 W 14300 N Cornish, Utah 84308 at 7:05p.m.

3 **Attendance:**

4 Mayor Matt Leak, Councilmember Christopher Buxton, Councilmember Brad Fisher,  
5 Councilmember Colton Creech, Councilmember John Forsgren (absent).

6 **Absent:** Councilmember John Forsgren (arrived at 8:06pm), Councilmember Brad Fisher (left  
7 the meeting at 9:04pm)

8 **Citizens:** Clayton Richardson, Max Pierce

9 **Staff Report:** Madi let the council know that after reconciliation Kathryn Rawson said she thinks  
10 that it would be fine for us to move forward with switching to Quickbooks online. Madi gave an  
11 overview of how the bills are currently being split out manually into different accounts in  
12 Quickbooks. The council wondered if we could have Quickbooks split it out in the different  
13 accounts and she wasn't sure but after talking to Kathryn she thought that if you were to do  
14 that then Madi would have to go through and manual create a bill for each user, whereas  
15 currently the water billing software CORE is creating the bills and then Madi is breaking out the  
16 total into the different accounts for Quickbooks. The council asked Madi to email them the  
17 spreadsheet that she is currently using to break out the totals from the bills for the different  
18 accounts. Mayor Leak mentioned that we could be using more services from Itron and could  
19 potentially eliminate the CORE water billing software altogether. Madi told the council how she  
20 uses Itron and CORE together. Councilmember Buxton asked Madi to explain the route she  
21 needs to create for Jay Williams to read the meters each month. Madi then explained how she  
22 spot checks the meter readings from Jay each month in CORE and then creates the bills from  
23 there. Madi also let the council know that some of the meters are counting backwards now  
24 and so she has to manually go in to change the usage before she creates the bill or it will show  
25 that they owe way more than they do.

26 Madi updated the council that the new clerk email is set up but they still need to integrate the  
27 old email into the new one. She has a zoom call with Jonah Gerber to help her do that this  
28 week. The new town clerk email will be [clerk@cornish.utah.gov](mailto:clerk@cornish.utah.gov).

29 Madi asked the council if she still needed to use Dropbox to upload a link of the meeting  
30 recording to the town and state websites. Colton said if it's a small enough file then we  
31 shouldn't need to use Dropbox but for longer meetings and bigger files we'll still need to use  
32 Dropbox to get a link.

33 Madi referenced an email she sent the council that day from Lead DEQ. She didn't know what it  
34 was about but that we might need to notify the town about lead in their water lines.  
35 Councilmember Creech said it's a notification from Sunrise Engineering. They are doing a study  
36 for the State to find water lines with lead, galvanized requiring replacement (GRR), or unknown  
37 contaminants in them. Councilmember Creech referenced a call he had last year with an  
38 engineer from Sunrise where they figured out most of the houses in the town didn't need to be  
39 notified but they got it down to around 40 houses they weren't sure about. Councilmember  
40 Creech thought at that point the ball was in the engineers court but now the town supposedly  
41 needs to notify town members still. Councilmember Creech asked Max Pierce if he knew if the  
42 town would need to be sending out these notifications in perpetuity. Max said no and that he  
43 didn't think the town even had one single lead service line. Max said if you can verify you don't  
44 have any lead service lines then you could report that to the engineers and not need to send  
45 out any notification letters. Max said he hasn't seen any lead services lines in the whole valley.  
46 Councilmember Creech said all the engineers gave them to go off of to know if there is a lead  
47 line or not is date. Max said that some cities ask the homeowners to look at their own  
48 connections to see if they are lead pipes but you don't get much response that way. He  
49 recommending doing enough due diligence to know that you don't have any lead pipes or any  
50 unknowns and then you wouldn't have to worry about notifying the citizens now or in the  
51 future because you know they don't have lead or unknown pipes. Max suggested going down  
52 the list with Jay Williams, Dyer Pitcher, himself or some people who have been around for a  
53 while and know the system well and you could knock out a huge chunk of the list as not having  
54 lead or being unknown. The council discussed an email outline they could send to the engineer  
55 saying that after some discussion with experienced people in the town they have verified that  
56 there are no lead, GRR or unknown lines in the town. The council asked Madi to email Kelton  
57 Stephens with Sunrise Engineering the information they decided from the meeting.

58

59 Madi asked the council if the council wanted her to purchase the minimum order of garbage  
60 cans as replacements before the snow comes and some get hit by snowplows. Councilmember  
61 Creech asked Madi who she is getting quotes from, and she told him she is working with  
62 Rotational Molding of Utah (RMI) who was recommended by Econo Waste. Each can would be  
63 \$133 and the town would also have to get their own name plate ordered which is a one-time  
64 fee of \$475. Mayor Leak explained that the name plate is being required by Econo Waste  
65 before they will pick up a can because there has been issues with them just picking up any can  
66 and people have been stealing them and not paying for them so then the towns get charged for  
67 the can but the people aren't paying to have their garbage picked up. Mayor Leak said they  
68 could either order the name plate from RMI or they could order plain garbage cans and stencil  
69 on the name of the town on their own. Mayor Leak also explained that Econo Waste is  
70 requiring the town to provide the cans to the citizens because if the citizens just go out and buy  
71 their own can they aren't always the best quality, then they will often break when the truck  
72 comes to pick them up and Econo Waste gets stuck paying for the replacement can. The town  
73 will buy the cans and then if a citizen needs a new can, they will buy it from the town for the  
74 price that the town paid for it. Mayor Leak also mentioned that we need to get the updated  
75 cost of the garbage cans on the fee schedule. The council asked Madi to get a quote on an  
76 order of just 10 cans. Councilmember Creech asked what the name plate is made out of and if  
77 they send it to us and we put it on our current cans. Mayor Leak didn't think they would send us  
78 anything so it would just go on the new cans we ordered, so we'd still have to go around to all  
79 the current cans and spray paint the stencil on them so the garbage truck driver knows they are  
80 Cornish cans. Mayor Leak asked Madi to confirm with RMI if he name plate is a physical plate or  
81 a stencil. It was also discussed just having each homeowner spray paint their own can so the  
82 council wouldn't need to go around and do them all themselves. Mayor Leak told Madi to tell  
83 RMI that we can pick them up as well.

84 The council discussed the delinquent utility accounts. Mayor Leak asked Madi to check on a  
85 payment from someone and make sure it got applied to their account. Madi was going to look  
86 at her paperwork downstairs and follow up with Mayor Leak. Mayor Leak also asked Madi to  
87 wait and send him the shut off letters until the day or two before the first meeting of the  
88 month just to make sure those people have had a chance to pay.

89

90 Clayton Richardson asked the council if they had a chance to look at the bids he sent over for  
91 the new Stridelinks router. Councilmember Forsgren arrived at the meeting at this point.  
92 Councilmember Fisher asked for more clarification as to what they were purchasing. Clayton  
93 explained that they are getting new software to alert the town and give data on the wells.

94 Mayor Leak entertained a motion to purchase the HMI electrical hardware from Automation  
95 and Control.

96 Councilmember Creech - motioned, Councilmember Buxton - seconded.

97 Councilmember Buxton – Aye; Councilmember Creech – Aye; Councilmember Fisher – Aye;  
98 Mayor Leak – Aye; Councilmember Forsgren – Aye.

99 Clayton also said he talked to Brandon about a transfer switch and said it arrived the first of this  
100 week. Clayton is coordinating with him to get it set up before the first of December. Mayor Leak  
101 and Clayton also discussed a water sample that may need to be taken. The council decided that  
102 they are up to date on their water sample testing.

103

104 **Minutes:**

105 Mayor Leak entertained a motion to approve the minutes for the regular council meeting held  
106 on October 15, 2025

107 Councilmember Fisher motioned, Councilmember Buxton – Seconded.

108 Councilmember Buxton – Aye; Councilmember Creech – Aye; Councilmember Fisher – Aye;  
109 Mayor Leak – Aye; Councilmember Forsgren – Absent.

110 The minutes were approved unanimously.

111 **Action Item:**

112 **Cornish Minute:** Councilmember Fisher talked about a preliminary report done by an  
113 engineering firm in 2009 with suggestions on how the town could improve their water system.  
114 The report showed 4 different actions the town could take. One of those actions was to hook  
115 onto the Lewiston water system. Councilmember Fisher wanted to leave the report with the

116 council so they could look over it if they wanted. He advised the council to take a look again  
117 into hooking up with Lewiston.

118 Councilmember Fisher shared some information on the meaning and purpose of the military  
119 salute in light of Veterans Day approaching.

120 **Bills:** Mayor Leak confirmed what loan the \$25,000 principle payment was going towards.  
121 Councilmember Fisher left the meeting at this point.

122 Mayor Leak asked Madi if she had paid the yearly CORE subscription yet. Madi had not because  
123 she was waiting for it to be approved at this meeting. The council discussed holding off on  
124 paying it until they could figure out if they would just use Itron and Quickbooks for billing.  
125 Mayor Leak is going to talk to Heather and see if we can pay for CORE month to month until we  
126 can figure out the best option. The council wanted to approve the bills but not have Madi mail  
127 the check to CORE quite yet.

128 Total = **\$29,628.88**

129 Mayor Leak entertained motion to approve the bills for November 5, 2025.

130 Councilmember Creech – Motioned to approve bills; Councilmember Buxton – Seconded

131 Councilmember Buxton – Aye; Councilmember Creech – Aye; Councilmember Fisher – Absent;  
132 Councilmember Forsgren – Aye; Mayor Leak – Aye

133 The bills passed unanimously.

134 **Executive Session:**

135 **Business Items:**

136 *Roads- No comments*

137 *Planning & Zoning – No comments*

138

139 *Parks/Town Hall/Finance – Councilmember Buxton had two proposed changes to the parks*  
140 *budget. The first was changing the revenue and expense lines for the RAPZ award. The second*  
141 *was changing to cover the extra that was spent on the project that wasn't covered by the RAPZ*  
142 *money or in the beforehand approved budget. Councilmember Buxton's proposed budget*

143 adjustment was to pull the remaining amount needed to cover the project from the “reserved  
144 for replacement” line of the current budget. Councilmember Buxton talked about doing the  
145 fence on the south side of the park and a new backstop next spring. Councilmember Creech  
146 confirmed that the new RAPZ award would be used for the new building at the park.  
147 Councilmember Buxton said he hasn’t gotten the final numbers yet but that should be the case.  
148 The council wondered if you are just reallocating money in the budget and not actually  
149 changing the budget if they need to do a budget hearing. It was decided to just go ahead with  
150 the budget hearing to make sure all the bases were covered. Madi was asked to get the noticing  
151 going and work on making the budget hearing happen for the next meeting on November 19<sup>th</sup>.

152

153 *Water – No comments*

154

155 **Old Business:**

156 **Mayor’s Report:** Mayor Leak gave an overview of the Lewiston Connection Agreement. The  
157 council went through the agreement to find the date that it was signed. Mayor Leak asked the  
158 council to read through the agreement and familiarize themselves with it.

159

160 **Citizen comments:** Max Pierce gave an overview of the procurement policy from the state  
161 code. He printed off the code for the council to review.

162 Max brought up that there is a meeting in a couple of weeks to discuss the drinking water fee.  
163 He let the council know that the proposed fee at this time was going to be \$16 per hookup, per  
164 month. Councilmember Forsgren asked if that fee would be a ballot issue. Max said the  
165 legislature has already approved that there will be a fee, now they are just discussing how  
166 much it will be. Max clarified that the town will collect this fee, turn it into the State and then it  
167 will be distributed from there as state funding. He asked them to consider reaching out to the  
168 League of Cities and Towns and let them know their thoughts on the higher fee.

169 Councilmember Creech looked on the website and it had the fees listed already and the dates  
170 they will begin being collected. Max said that nothing is set in stone yet and the fees are still up  
171 for discussion because what they initially proposed will not provide the funding that is actually  
172 needed.

173 Max also let the council know that he has been attending a monthly lunch meeting with the city  
174 managers in the county for a few years now but the county decided to stop funding the  
175 monthly lunch meetings so now if the council still wants Max to attend the meetings in

176 Cornish's behalf and get the information he does from those meetings the town will have to  
177 pay a yearly fee of \$200. Max said he could attend the meetings and come and report each  
178 month if the council wanted. One of the things talked about at the last meeting was a proposed  
179 tax fee for certain areas and homes to pay for fire protection. Max explained that this is the  
180 kind of information he gets at the meetings, and it can help to make the towns aware of  
181 legislation that is coming and let them show support or fight it if they wish. Councilmember  
182 Fisher said he remembers when Max had come and report in the past on these meetings and it  
183 seemed helpful to him. Mayor Leak said the council would discuss if they wanted to move  
184 forward with paying the \$200 membership fee and let him know. Max also let the Mayor know  
185 that if they decide they want to pay for it they will be getting an invoice from Millville because  
186 they agreed to pay for the lunches ever since the county stopped.

187 Max let the council know there is also a bill being proposed to make the base water rate all over  
188 the state be much higher than it currently is, in an effort to mandate conservation. He said this  
189 proposed increase would not apply to those with fixed incomes. He said that is the type of thing  
190 that is brought up at the monthly city managers' lunches. Mayor Leak read part of the Lewiston  
191 Connection agreement where it states what each city will charge each other as a base rate. He  
192 also read that Cornish would be required to pay for half of the line running from the end of  
193 Lewiston's connection to the Cornish border.

194 **Next Meeting:** November 19, 2025

195 **Adjourn:**

196 Mayor Leak entertained a motion to adjourn.

197 Councilmember Buxton – Motioned; Councilmember Creech - Seconded

198 Councilmember Buxton – Aye; Councilmember Creech – Aye; Councilmember Fisher – Absent;  
199 Councilmember Forsgren – Aye; Mayor Leak – Aye

200 The meeting ended at 9:25pm

201