

Minutes of the Salem City Council Meeting held on November 5, 2025, in the Salem City Council Chambers.

5:30PM WORK SESSION

- 1. Spanish Fork Rec Center Tour (met at the center)**
- 2. Miss Salem Royalty Report**

Miss Salem, Cambry Peterson, and Miss Salem's Teen, Rowan Meagher, gave a brief report at the beginning of the council meeting regarding their participation in Salem Days activities. They participated in most of the events and parades, helped organize the Farmers Market, and attended the Goosebumps Gala. Both expressed that they have enjoyed their volunteer opportunities. Miss Salem, Cambry Peterson, is currently attending Brigham Young University, pursuing a degree in Business, and is working on a website designed to assist farmers and ranchers. Miss Salem's Teen, Rowan Meagher, reported that her volunteer service includes assisting with the Car Show, where donations benefit the Senior Center, as well as volunteering at the Spanish Fork Rodeo Kiwanis Booth. They are currently preparing for a Veterans Day fundraiser to be held at Cargo Cinema in Springville.

Mayor Christensen expressed appreciation to the Royalty for their efforts and service within the community.

- 3. Agenda Item Discussion**

Discussion of agenda items was done during the council meeting.

MEETING CONVENED AT: 6:58 p.m.

CONDUCTING: Mayor Kurt L Christensen

COUNCIL PRESENT:

Mayor Kurt L Christensen
Councilperson Kelly Peterson (excused)
Councilperson Cristy Simons
Councilperson Cynthia Deveraux Rees
Councilperson Paul Taylor
Councilperson Tim De Graw

STAFF PRESENT:

Jeffrey Nielson, Finance/Recorder
Chief Brad James, Police Chief
Walter Bird, City Attorney
Adam Clements, Electrical Dept.
Matt Marziale, City Manager
Steve Cox, Building Dept.
John Bowcut, Fiber Dept.
Lisa Webster, Planner
James Thomas, Public Works Dept
Jen Wright, Recreation Dept
Megan Grover, Deputy Recorder
Chief Chris Wright, Fire Chief

OTHERS PRESENT

Please See Attached Document at Bottom

1. VOLUNTEER MOTIVATIONAL/INSPIRATIONAL MESSAGE

Mayor Christensen asked Councilperson De Graw to offer a motivational message in the form of a prayer.

2. INVITATION TO SAY PLEDGE OF ALLEGIANCE

Councilperson Taylor invited those who wish to participate, to stand and say the pledge of allegiance. He then led the pledge of allegiance to those who wanted to participate.

3. YOUTH COUNCIL REPORT

Salem Youth Council are excused from tonight's council meeting.

4. SF/SALEM CHAMBER REPORT

A representative from the Spanish Fork/Salem Chamber of Commerce reported on the recent ribbon cutting for Roxberry Juice. The Chamber expressed appreciation for the City's support of the Salem Farmers Market, noting that the market continues to grow with an increasing number of vendors. Two Children's Farmers Markets were also held this year and were very successful. The Chamber representative also stated they are pleased with the

location of the market west of the fire station and plan to continue promoting awareness of the site. The Chamber will be hosting another tour of the new Spanish Fork Recreation Center on Monday, November 10th. It was noted that the membership fee difference for Salem residents is approximately only \$100 more than for Spanish Fork residents. The next networking luncheon will be held on November 20th in Spanish Fork, where attendees will help to fill Christmas stockings for Tabitha's Way. Additionally, 7-Eleven will provide a free lunch for anyone who comes to assist at the event. The Chamber also announced the upcoming Winter Lights Parade in Spanish Fork and extended an invitation to the City and the Royalty to participate. Councilmember Simons requested flyers to help advertise the Winter Lights Parade and expressed appreciation for the success and growth of the Salem Farmers Market. Last Note: Usage of the SNAP program at the Farmers Market has increased fivefold since the market's first year.

5. ONE KIND ACT RECOGNITION

Mayor Christensen turned meeting time over to Councilperson Simons and Recreation Director Jen Wright for recognition of several students for the One Kind Act initiative.

Students Gus Gleaves, Ilyanna Ray, and Jodi Gardner were present to be recognized for the meeting and posed for a photo with Salem Royalty, Council members and Mayor Christensen. The additional students were excused from the meeting and will be recognized separately at a future time.

- **Salem Hills High School** – Peyton Higginson (excused)
- **Salem Junior High School** – Gus Gleaves and Ilyanna Ray
- **Valley View Middle School** – Ryker Hill (excused) and Joni Gardner

6. REQUEST: TABITHA'S WAY

A representative from Tabitha's Way (also representing the Spanish Fork/Salem Chamber of Commerce) addressed the Council and shared information regarding upcoming events and the organization's third-quarter report. From July through September, 106 households in Salem were served, equating to approximately 17,500 meals. Year-to-date, Tabitha's Way has provided a total of 58,004 meals. The representative encouraged community support during the holiday season through volunteer work and holiday food drives, noting that the need for donations is particularly high as the SNAP program has been shut down. Upcoming events include a Thanksgiving event at the end of November and a Christmas event on December 20th, to which City Council members are invited to attend and participate. A volunteer information sheet was provided, outlining how individuals can sign up to organize or contribute to food drives. She gave an example from the Mapleton City Youth Council who is currently conducting a citywide food drive with donation drop-boxes in local grocery stores.

**7. PUBLIC HEARING: AMENDMENT TO THE DEVELOPMENT
AGREEMENT FOR THE ARROWHEAD SPRINGS MASTER PLAN
DEVELOPMENT (APPROXIMATELY 273.33 ACRES OF PROPERTY
LOCATED AT APPROXIMATELY 1008 NORTH 1750 WEST IN SALEM
CITY).**

Mayor Christensen prepared to enter into public hearing to discuss agenda items seven and eight. City Recorder Jeff Nielson requested that the public hearing be continued to the next council meeting on November 19th to allow additional preparation time for the item.

Mayor Christensen called for a motion to continue public hearing to the November 19th council meeting.

MOTION BY: Councilperson De Graw

SECONDED BY: Councilperson Taylor

VOTE: Councilperson Simons; Aye, Councilperson Rees; Aye, Councilperson Taylor; Aye, Councilperson De Graw; Aye (4 Ayes)

**8. DECISION: AMENDMENT TO THE DEVELOPMENT AGREEMENT FOR
THE ARROWHEAD SPRINGS MASTER PLAN DEVELOPMENT
(APPROXIMATELY 273.33 ACRES OF PROPERTY LOCATED AT
APPROXIMATELY 1008 NORTH 1750 WEST IN SALEM CITY).**

Due to the public hearing on agenda item 7 is being continued to November 19th, no motion for decision is necessary for tonight's council meeting.

9. DECISION: RESOLUTION 110505A - WATER CONSERVATION PLAN 2025

Mayor Christensen called for an update on the water conservation plan. Salem City staff Mckay LLoyd came to the podium to present the water conservation plan updates. He stated that we have been working with Hansen, Allen & Luce to update the plan that is now being proposed for approval. This 2025 update will help satisfy the demands of the state and meet 20% reduction by 2030. Lloyd requests that the Council accept the water conservation plan 2025.

Councilperson De Graw asked for suggestions from the group on how to address the tendency of businesses/owners to move toward xeriscaping and paving as the go-to solution. How do we encourage the use of vegetation that is drought-resistant? The Council and Bradey Wilde (City Engineer) discussed possibilities of addressing this through ordinances that require a certain percentage of lawn and landscape plans being required as part of Industrial Site plans. Water use guidelines will also need to be a part of the general plan.

Mayor Christensen called for a motion for decision on Resolution 110505A for the Water Conservation Plan 2025.

MOTION BY: Councilperson Taylor

SECONDED BY: Councilperson Rees

VOTE: Councilperson Simons; Aye, Councilperson Rees; Aye, Councilperson Taylor; Aye, Councilperson De Graw; Aye (4 Ayes)

10. DECISION: RESOLUTION 110505B - NOT-FOR-PROFIT FIBER PRICING PROPOSAL

Mayor called for John Bowcut with the Salem Fiber department to come to the podium to present agenda item 10. John proposed adding a not-for-profit tier to the Salem Fiber pricing plan. He explained that implementing this change would not incur any cost to the City and primarily responds to requests from churches and other 501(c)(3) organizations seeking to connect to Salem Fiber. The proposed cost for this tier would be \$60 per month and would apply to churches, public schools, charter schools, and government-affiliated 501(c)(3) entities. Councilmember Simons inquired whether local schools currently have Salem Fiber service, and it was noted that they do not since CentraCom currently holds the contract with them. Bowcutt requested the Mayor and Council's support of the proposal stating that the proposal aligns with the values of Salem City.

Mayor Christensen called for a motion for decision on Resolution 110505B for not-for-profit fiber pricing proposal.

MOTION BY: Councilperson De Graw

SECONDED BY: Councilperson Simons

VOTE: Councilperson Peterson; Aye, Councilperson Simons; Aye, Councilperson Rees; Aye, Councilperson Taylor; Aye, Councilperson De Graw; Aye (4 Ayes)

11. DECISION: INTERLOCAL AGREEMENT FOR ADVANCED LIFE SUPPORT MEDICAL TRANSPORT SERVICES BETWEEN SALEM CITY AND WOODLAND HILLS CITY

Fire Chief Chris Wright came to the podium to present the interlocal agreement for advanced life support medical transport services between Salem City and Woodland Hills City. Under the plan, any emergency call from Woodland Hills would be responded to by Salem City as primary caretakers. The contract needs to be updated by both city officials and city attorneys. The contract has been reviewed and updated as needed for wording and criteria. Chief Wright is making a proposal to the Mayor and Council to accept and have both cities sign the agreement. Councilperson Taylor had a few questions regarding the billing of service charges through the agreement. Wright answered that when we take a call, we bill the patient directly so there is no cost assigned to Woodland Hills City for the service. This way the patient is ultimately only billed once. Mayor Christensen also asked Chief Wright for feedback on the new fire station. Chief Wright reported that things are

going well. We are getting more applications for volunteers for both Fire and Ambulance but would like to encourage more. The department is doing some outreach to gather additional volunteers.

Mayor Christensen called for a motion for decision on the Interlocal Agreement for Advanced Life Support Medical Transport Services between Salem City and Woodland Hills City.

MOTION BY: Councilperson Simons

SECONDED BY: Councilperson Taylor

VOTE: Councilperson Simons; Aye, Councilperson Rees; Aye, Councilperson Taylor; Aye, Councilperson De Graw; Aye (4 Ayes)

12. DECISION: OVERHEAD WIRE PULLER POWER DEPARTMENT

Matt Marziale came to the podium presenting agenda item 12 on behalf of Adam Clements from the Salem Power Department. Clements is excused from the council meeting to attend training out of town. Clements is proposing that the city purchase an overhead wire puller for the power department. He previously prepared a staff report and met with Councilperson Peterson to discuss this item. The Overhead Wire Puller he has found has 700 use hours on it and has been well-cared for. The sale price is \$6000. Clement's staff report includes comparison costs for similar items as a reference to show the value of the item proposed. Clements and Councilperson Peterson both feel this is a great value and price for the item as long as we have budget to support this. They would like to propose that we use the power department reserve fund balance to purchase this item. Reserve fund balance is currently approximately \$1,000,000.

MOTION BY: Councilperson Taylor

SECONDED BY: Councilperson Rees

VOTE: Councilperson Simons; Aye, Councilperson Rees; Aye, Councilperson Taylor; Aye, Councilperson De Graw; Aye (4 Ayes)

13. DECISION: MEETING MINUTES – OCTOBER 15, 2025

Mayor Christensen asked for a motion to approve the meeting minutes for the city council meeting held on October 15, 2025.

MOTION BY: Councilperson Rees

SECONDED BY: Councilperson Simons

VOTE: Councilperson Simons; Aye, Councilperson Rees; Aye, Councilperson Taylor; Aye, Councilperson De Graw; Aye (4 Ayes)

14. DECISION: BILLS FOR PAYMENT

Mayor Christensen asked for a motion to pay the bills in the sum of \$1,939,271.26.

MOTION BY: Councilperson De Graw

SECONDED BY: Councilperson Taylor

VOTE: Councilperson Simons; Aye, Councilperson Rees; Aye, Councilperson Taylor; Aye, Councilperson De Graw; Aye (4 Ayes)

Mayor Christensen made a brief statement expressing gratitude for everyone who ran during the recent election. He was pleased with everyone's hard work and effort and congratulated the newly elected officials.

15. MATT MARZIALE, MANAGER

Matt Marziale, City Manager, updated Mayor Christensen and Council on the Sewer plant Phase 3. As staff, they have held separate meetings with developers to see what options are available and how developers want to participate to help come up with the funds. Mayor Christensen asked for an update on how it came to be that we were helped by the Department of Water Quality. City Manager Marziale expressed gratitude for current Provo City Mayor Michelle Kaufusi who helped lead the discussion and encouraged support for the south end of the county. She attested to the real growth in Salem and represented our city very well. She petitioned for a better interest rate from the board which they ultimately granted. This advantageous agreement will save the city of Salem several million dollars in interest charges over the course of the loan agreement.

Marziale also updated the Council that the tour of the Spanish Fork recreation center went well. Spanish Fork city is offering the corporate rate to Salem city employees and council which gives us a 20% discount. We need 20-30 people to take advantage of that offer to get the discount rate. Councilperson Simons asked if this offer includes holding the rate steady for five years in agreement with the center's Founder deal. The facility is 163,000 square feet and Spanish Fork was able to fund that with very little bond or taxation to residents because of commercial base. Salem schools water sports teams will have a new home at the recreation center. Spanish Fork said they built in the location chosen with Salem residents in mind. They want Salem's support at the center. Councilperson DeGraw asked for the current employee headcount, which is currently 70-80 full-time employees. Councilperson De Graw asked if we can offer membership at the center as a benefit to full-time city employees. This would cover the employee, and family members would be an additional cost paid by the employee. The Council is in favor of getting with Jeff Nielson to run budget numbers and see what this would cost the city.

16. CHIEF BRAD JAMES, PUBLIC SAFETY DEPT.

Chief James came to the podium to commend the fire department and Salem Emergency Management group. He appreciates all the work and effort they are putting into Salem city. Chief James also updated council that the local Tractor Supply store invited the police

department to a Hometown Heroes recognition event last Saturday to visit with employees and citizens. They presented the Salem police department with a \$500 donation to the department. He also wanted to mention that Officer Stones – our School Resource Officer – wanted to suggest a Pizza with the Police activity at the school to be planned with the student council. On Fridays, he will meet with students for lunch and put them through some fun active tests to help build relationships with the students.

17. STEVE COX, BUILDING DEPT.

Wyatt Cloward came to the podium on behalf of Steve Cox. He presented updates on the current building activity in the city which includes detached single family home permits was 30 and townhomes was 40 for 70 total permits. Fiscal year permits from July 1st to now is 121 single family and 114 town homes for a total of 235 permits.

He is providing a printout to Mayor and Council explaining House Bill 48 which is meant to mitigate wildfire risk where homes and wildfire meet. As a city, Salem must adopt the WUI code and there is no set fee yet determined. There is a map that shows the risk of areas. Each of the risk areas will be accessed a yearly tax. The map was drawn based on satellite imagery of vegetation that could pose risks. City Attorney Walter Bird has been working on drafting this code and we are expected to complete it by Jan 2026. High risk areas include the bench including Viridian Farms and Three Bridges. Salem Fields and Arrowhead Springs are at a lower risk but still have some risk according to the map. Even Knoll Park is considered a risk zone based on satellite imagery on the map. The county would oversee mitigation inspections. Bradey Wilde and Aaron Painter are drafting a challenge response to the risk zones; however, Chief Wright will need to provide information for the response and they will need sufficient reasoning and justification. The plan is to submit a response to the county and get their feedback.

18. WALTER BIRD, ATTORNEY

City Attorney Walter Bird continued the discussion on House Bill 48. Before January 2026, we will need to pass the WUI code, and municipalities that don't participate will be penalized. Councilperson Taylor asked if there are details on what the money from this program will be used for by the state. The website states that fees collected will go to the Utah Wildfire Fund.

19. LISA WEBSTER, CITY PLANNER

Lisa Webster, City Planner, gave an update on the moderate-income housing reporting. We are doing well and will receive priority for transportation funding because of this. Mayor Christensen asked for an update on the remodel. Webster reported that we are 90% complete. We have had a few surprises including a termite issue in the basement that needed mitigation. Mitigation was completed on October 31st which put a temporary pause on construction in that area. The ADA ramp in the front also needed additional reinforcement, so we now have steel column supports that have been rebricked. Warner Construction has done well despite a few challenges.

20. JEFFREY NIELSON, FINANCE/RECORDER

A. Canvass Elections Date and Time Determination

Jeff Nielson mentioned that the election results from the county have been updated. We will need to canvass election by November 18th at noon. We will need to hold a quick special council meeting for this. This meeting was scheduled for November 18th on Zoom at 1pm.

He also let the Mayor and Council know that we have auditors coming next week for the final audit of the year. The calendar for council meetings for 2026 has been sent out to Mayor and council for review. These will be presented for approval at the November 19th meeting.

Councilperson De Graw made a brief statement and congratulated the newly elected officials.

21. ADAM CLEMENTS, ELECTRICAL DEPT.

Clements was unable to attend and was excused from the council meeting.

22. BRADEY WILDE, ENGINEERING DEPT.

Wilde gave a brief update letting Mayor and Council know that their new Administrative Assistant Lacey Sanchez has been a big help to their team. He also expressed thanks to the Mayor and Council for the new office building and the new planning/building work area.

23. JOHN BOWCUT, FIBER DEPT.

Bowcut briefly thanked the Mayor and Council for their support on the not-for-profit pricing update. We currently have 2345 households signed up for Salem Fiber.

24. JEN WRIGHT, RECREATION DEPT.

Jen Wright reported that the Goosebump Gala went well. There were 20 vendors participating in the Trunk or Treat, and the Headless Horseman made an appearance which attendees loved.

Jen asked Jeff to pull up the Elk Ridge City website to note that they are referring their residents directly to Salem City Recreation for Youth Sports on their site.

The Skyhawk Gorge Student Council event will be held on November 24th from 6–8 p.m. The lighting of the Pond is scheduled for Friday, November 28th at 6:00 p.m.

The Hot Chocolate Hut at Knoll Park will again be in operation this season. Pricing has been made possible through donations from several resident donors. The hut will be open Fridays, Saturdays, and Mondays from 6:30 to 8:00 p.m., or until supplies run out. The City is required to pay approximately \$300 for the required county permit to operate.

Pond Town Christmas sweatshirts have been printed, and Wright shared examples with the Council. Jen requested participation from Council members in a promotional video for the sweatshirts.

Staff discussed options for the cemetery to prevent recreational vehicles from accessing the south end of the soccer park. Existing fencing will be relocated to help address the issue.

The Pond Town Christmas Market, organized by Madeline Snow, is fully booked with a waitlist. The market will run Friday, December 5th from 10 a.m. to 7 p.m., and Saturday, December 6th, with youth vendors from 2–5 p.m.

The Santa Run organizers presented a request to the city recreation office to help them promote their run. They expect approximately 300 runners this year. Traditionally, Salem City does not promote events that are not directly organized by the city. The Council discussed whether to offer promotional support, which could be social media posts or a promotional email to past 5K participants.

It was noted as an example that Mapleton City provides similar promotional support for events in their city. Mapleton charges \$1 per runner for outside organizations in the city and has a review panel including council members and recreation staff to approve such partnerships.

The race event date is Saturday, December 6th which coincides with the Christmas Market. The packet pickup will take place inside the Christmas Market, requiring participants to enter and spend time in the market area.

25. JAMES THOMAS, PUBLIC WORKS DEPT.

James is excused from tonight's council meeting.

COUNCIL REPORTS

26. MAYOR KURT CHRISTENSEN

Mayor Christensen had nothing additional for the meeting. He called for any additional updates from the other Council members.

27. COUNCILPERSON KELLY PETERSON

Councilperson Peterson is excused from tonight's council meeting.

28. COUNCILPERSON CRISTY SIMONS

Councilperson Simons expressed that it is an honor to serve in Salem, and that she is grateful for support and looking forward to great things in city.

29. COUNCILPERSON CYNTHIA DEVERAUX REES

Councilperson Rees asked if the library had any updates to report. Library staff had nothing to add.

30. COUNCILPERSON PAUL TAYLOR

Councilperson Simons and Councilperson Taylor attended American Preparatory Academy's Veterans Day recognition assembly. They were impressed with the event and expressed appreciation for the student who invited them.

31. COUNCILPERSON TIM DEGRAW

Councilperson De Graw reported on the recent issue affecting the beneficial bacteria population for the wastewater facility. The cause is unknown and very difficult to trace. We will need to repopulate the beneficial bacteria. He also reported that Dodge is fulfilling their commitment and they will replace over-tensioned gear boxes. We will be getting new gear boxes which Dodge will install and we will supervise. The Woodland Hills path is done except for ramp. Councilperson De Graw requested we have a process for tracking and scoring contractors that Salem City hires, in order to have information for future projects.

Mayor Christensen asked if there was anyone else that wanted to address the Mayor and Council before we adjourn. There were no further requests from those present.

32. CLOSED SESSION –

No closed session was held.

ADJOURN CITY COUNCIL MEETING

Mayor Christensen called for a motion to adjourn the city council meeting for November 5, 2025.

MOTION BY: Councilperson De Graw

SECONDED BY: Councilperson Rees

VOTE: Councilperson Simons; Aye, Councilperson Rees; Aye, Councilperson Taylor; Aye, Councilperson De Graw; Aye (4 Ayes)

MEETING ADJOURNED AT: 8:42 pm