

1 Councilmember Creech called to order a regular Cornish Town Council meeting on December 3,
2 2025, at the Cornish Town Hall, located at 4788 W 14300 N Cornish, Utah 84308 at 7:02p.m.

3 *Pledge of Allegiance*

4 **Attendance:**

5 Councilmember Christopher Buxton, Councilmember Brad Fisher, Councilmember Colton
6 Creech, Councilmember John Forsgren.

7 **Absent:** Mayor Matt Leak

8 **Citizens:**

9 **Staff Report:**

10 *Madi Smith (Town clerk)*- Madi asked the council if they wanted her to mail the check for the
11 yearly subscription for CORE. Councilmember Creech asked if they have reached out asking us
12 for payment and Madi said they haven't yet so Councilmember Creech said to just hang onto it
13 until we can figure out what we're doing with the utility billing software. Madi had concerns
14 about being able to access the software if they don't pay but Councilmember Creech said
15 where it's software on the computer and not cloud based they can't really deny us access to it.
16 We most likely just wouldn't be able to update if needed. Madi is going to keep the check for a
17 little longer to see what the Mayor finds out about new billing software.

18 Madi asked the council for their opinion on doing a quarterly or bi-monthly newsletter instead
19 of a monthly newsletter considering that most of the time the newsletter doesn't change
20 month to month and the dates of the meetings and other information are on the town website.
21 The council agreed that quarterly would probably be often enough. Councilmember Creech
22 suggested putting "quarterly" on the newsletter to let citizens know it would not be coming
23 monthly anymore.

24 Madi brought up the idea of creating a subcommittee of people who could help her streamline
25 the billing and financial processes of the town clerk position. She mentioned how Dale Buxton
26 had come and help her prepare for reconciliation the week before and had helped find some
27 areas where things were not being done correctly or were being done for no reason. She
28 brought up how the council could figure out all these issues but might not have the time to sit

29 down and do it so having a little group of people who had the authority to make changes that
30 make sense when needed would be really helpful to get some of these processes moving
31 quicker. Councilmember Creech mentioned how the Mayor has been clear about wanting to
32 simplify the clerk duties and make it easier and more manageable so just about anything that
33 leads to that the council is on board with. Councilmember Forsgren asked if the committee
34 would be an ongoing thing and Madi let them know it would just be to help transition to new
35 programs and systems when the time is right. Councilmember Buxton agreed that it would be a
36 good idea and if there were any big issues or concerns to bring those to the council but if not
37 they should be good to move forward.

38 Madi let the council know that Matt Regan wasn't going to be able to attend tonight's meeting
39 in person but he could join via zoom or he could plan to come to the next meeting. The council
40 decided it would be best for him to come to the next meeting so that the Mayor could be there.

41 Madi brought the councils attention to the delinquent water accounts. They discussed that
42 Madi should just call the Mayor tomorrow and see how to move forward.

43 Clayton Richardson was not in attendance, but Councilmember Creech let the council know
44 that Clayton got the new transfer switch installed. He said the state needs more pictures from
45 Clayton than the one that he sent so he is going to reach out the Clayton and let him know to
46 get some more pictures.

47 **Minutes:**

48 Councilmember Creech entertained a motion to approve the minutes for the regular council
49 meeting held on November 19, 2025

50 Councilmember Buxton - Motioned, Councilmember Forsgren – Seconded.

51 Councilmember Buxton – Aye; Councilmember Creech – Aye; Councilmember Fisher – Aye;
52 Mayor Leak – Absent; Councilmember Forsgren – Aye.

53 The minutes were approved unanimously.

54 **Action Item:**

55

56 **Bills:** Councilmember Fisher said he and Jay went up and turned the heater on in the Gancheff
57 well. The council said they should turn the heater on in the Pitcher well also.

58 Total = **\$3,467.95**

59 Councilmember Creech entertained motion to approve the bills for December 3, 2025.

60 Councilmember Forsgren – Motioned; Councilmember Fisher – Seconded

61 Councilmember Buxton – Aye; Councilmember Creech – Aye; Councilmember Fisher – Aye;

62 Councilmember Forsgren – Aye; Mayor Leak – Absent

63 The bills passed unanimously.

64 **Lott Variance Request:** Councilmember Creech explained that they need to get the board of
65 adjustments together to they can look into the variance request. Councilmember Fisher asked
66 the council how they felt about the request. Councilmember Creech was worried about causing
67 issues with the State but other then that he thought it would be a good idea considering there's
68 no added costs for the town and they are already in the service area. Councilmember Creech
69 asked Madi to look into who was on the board of adjustments last time it was need about 2
70 years ago to work on Erma Naegle's property line adjustment. He thought Earl Creech and Kyle
71 Pitcher were on the board but he didn't know for sure. Councilmember Creech said to just text
72 him the names of the people on the board and the council will reach out to them and see if
73 they are still willing to serve and the next step would be getting them together and giving them
74 an overview of the situation.

75 **Executive Session:**

76 **Business Items:**

77 ***Cornish Minute:*** No Cornish minute this meeting.

78 **Council Member's Reports:**

79 ***Roads-*** Councilmember Forsgren reported that the snowplow starts and is now plugged in. He
80 still needs to get salt for it.

81 ***Planning & Zoning –*** Councilmember Creech brought some old notes and history from Conrad
82 Naegle. He thought we could keep them at the town hall to have if ever needed since they are
83 valuable notes and documents to have.

84
85 *Parks/Town Hall/Finance* – Councilmember Forsgren asked Councilmember Buxton if anyone
86 else has the key to the park because he saw someone by the dumpster the other day.
87 Councilmember Buxton said he will look into it because the park should be closed for the winter
88 and we have shut off the garbage collection for the winter.

89
90 *Water* – Councilmember Fisher asked if the council would still want him to go through the
91 papers and history in the basement and get it organized and get the important things in the
92 fireproof cabinets upstairs. The council agreed that needs to be done and would like if
93 Councilmember Fisher could continue to do that.

94
95 The Mayor asked councilmember Fisher to go down the canal by the Law’s with the canal
96 company and make sure the water line was buried deep enough. Councilmember Fisher said
97 they didn’t want to cover it because they wouldn’t be able to reach down in the canal to clean
98 it as well. Councilmember Fisher reported that the Mayor and Tom Griffin from the canal
99 company would discuss together what needs to be done and make a plan from there.

100
101 **Mayor’s Report:** Councilmember Creech let the council know about a Google meets meeting
102 taking place next week that the Mayor set up with the head of the water department at the
103 State to discuss different issues the town has been having. He couldn’t remember the time but
104 was going to ask the Mayor and let them know. Councilmember Creech sent the council the link
105 for the meeting.

106
107 **Citizen comments:**

108 *Dale Buxton:* Dale mentioned that he would be happy to continue to help Madi figure out how
109 to streamline the clerk duties and let her know that he’d be happy to come up and help her
110 when needed.

111 Dale mentioned that he thought it would be the right thing to do to allow the Lott’s variance
112 request.

113 **Next Meeting:** December 17, 2025

114 **Adjourn:**

- 115 Councilmember Creech entertained a motion to adjourn.
- 116 Councilmember Buxton – Motioned; Councilmember Forsgren - Seconded
- 117 Councilmember Buxton – Aye; Councilmember Creech – Aye; Councilmember Fisher – Absen;
118 Councilmember Forsgren – Aye; Mayor Leak – Absent
- 119 The meeting ended at 7:45pm