



**TOWN OF MANILA PUBLIC HEARING  
& REGULAR MEETING  
SENIOR-COMMUNITY CENTER  
165 E HWY 43  
NOVEMBER 20, 2025, AT 6:00 P.M.**

**PUBLIC HEARING MEETING CALLED TO ORDER:** Mayor Kathi Knight called the Public Hearing to order at 6:00 pm.

**PRESENT:** Mayor Kathi Knight, Council Members Bill Rylander, Greg Scott, Gretchen Northcott, Debbie Brown, and Town Clerk Jennifer Allphin.

**GUESTS:** Town Office Assistant Kourtney Hawks, Gary Pallesen, Jerry Slaugh, Gabby Blackburn, Justin Von Eberstein, JR Brown, Matt Tippets, Sarah Mraz, Jeff Ealy, Clark and Nancy Olsen, Steve Forbes with the Flaming Gorge Fire and EMS District, and via Microsoft Teams: Bryson Doxey, and Elka Wallace.

**EXCUSED:** All were present.

**GLAMPING ORDINANCE ADOPTION:**

**PUBLIC COMMENT:** Justin Von Eberstein and Commissioner Tippets:

Mr. Von Eberstein thanked the Council for preparing an ordinance that he believes works for everyone. He noted that glamping guests typically spend two to three times more than regular campers, contributing to local restaurants, gas stations, and retail stores. He stated that glamping would bring new visitors who stay longer and spend more, resulting in increased sales tax and transient room tax for the Town, as well as additional revenue for local businesses.

He added that the operation would remain quiet, with peak traffic of only 15 to 30 trips per day, and would use less water with only a minimal increase in sewer demand. He concluded that glamping would help strengthen the community without changing the Town of Manila.

Commissioner Matt Tippets: Commissioner Tippets thanked the Council for the opportunity to speak and expressed appreciation for the Town's work and diligence in considering the glamping ordinance, as well as for providing opportunities for public input. He noted that, as a County Commissioner, he is aware of the growing needs within the county, particularly related to tourism. Visitor numbers have increased significantly since COVID, and the amenities currently available do not meet what visitors want or expect.

He stated that Daggett County has substantial room for improvement in providing those amenities, and that introducing a new type of recreation through the proposed ordinance would be a positive step for the community. He emphasized that the county needs "more of everything," and that there is an imbalance between high visitation and the limited services available to support it. Without the ability to offer the amenities that contribute to a positive visitor experience, the county risks losing future tourism.



**TOWN OF MANILA PUBLIC HEARING  
& REGULAR MEETING  
SENIOR-COMMUNITY CENTER  
165 E HWY 43  
NOVEMBER 20, 2025, AT 6:00 P.M.**

Commissioner Tippets expressed his support for the new ordinance and thanked the Town Council, the Mayor, and all involved for their efforts.

**EXECUTIVE SESSION:** There was no correspondence.

**ADJOURNMENT:** Councilmember Scott motioned to adjourn the Public Hearing. Councilmember Rylander seconded the motion. All were in favor. Mayor Kathi adjourned the Public Hearing at 6:05 pm.

**REGULAR MEETING CALLED TO ORDER:** Mayor Kathi called the Regular Town Council meeting to order at 6:05 pm.

**PRESENT:** Mayor Kathi Knight, Council Members Bill Rylander, Greg Scott, Gretchen Northcott, Debbie Brown, and Town Clerk Jennifer Allphin.

**GUESTS:** Town Office Assistant Kourtney Hawks, Gary Pallesen, Jerry Slaugh, Gabby Blackburn, Justin VonEberstein, JR Brown, Matt Tippets, Sarah Mraz, Jeff Ealy, Clark and Nancy Olsen, Steve Forbes with the Flaming Gorge Fire and EMS District, and via Microsoft Teams: Bryson Doxey, and Elka Wallace.

**EXCUSED:** All were present.

**CONSENT CALENDAR:** Councilmember Rylander motioned to approve the consent calendar, consisting of payroll hours, budget worksheet, invoice register, transaction register, revenue analysis, and previous minutes. Councilmember Brown seconded the motion.

**Vote:** All were in favor. The motion passed unanimously.

RESULTS: APPROVED

AYES: MAYOR KNIGHT, COUNCIL MEMBERS RYLANDER, SCOTT, BROWN, AND NORTHCOTT

**GLAMPING ORDINANCE ADOPTION APPROVAL:**

**Motion:** Councilmember Scott motioned to approve and adopt the Glamping Ordinance as written. Councilmember Brown seconded the motion.

**Vote:** All were in favor. The motion carried.

**Roll Call:**

- Greg Scott – Aye
- Bill Rylander – Aye
- Mayor Kathi – Aye
- Gretchen Northcott – Aye
- Debbie Brown – Aye

RESULTS: APPROVED

AYES: MAYOR KNIGHT, COUNCIL MEMBERS RYLANDER, SCOTT, BROWN, AND NORTHCOTT



**TOWN OF MANILA PUBLIC HEARING  
& REGULAR MEETING  
SENIOR-COMMUNITY CENTER  
165 E HWY 43  
NOVEMBER 20, 2025, AT 6:00 P.M.**

**BRYSON DOXEY, Discussion Regarding High Water Bill:** Mr. Doxey addressed the Town Council regarding his high-water bill, stating that he has checked his property and has been unable to find any leaks. He expressed frustration about not being notified earlier, noting that when the meter was replaced, he was told it was checked monthly. He asked why he was not contacted so he could have addressed the issue sooner.

Mayor Kathi responded that the Town does not contact every customer with high water usage but sends out monthly bills. She stated that the bill sent to Mr. Doxey indicated his water usage and that it is the homeowner's responsibility to follow up. She also noted that antennas have been installed to improve monitoring, but this does not resolve usage issues on private property. Mr. Doxey questioned why he was not warned about excessive usage during a period when the well was down. The Town Clerk confirmed that Mr. Doxey receives his bills via email rather than by mailed postcards.

Mr. Doxey asked if there was anything the Town could do to reduce his water bill. The Council unanimously stated that the Doxeys are responsible for paying the full bill. Mayor Kathi offered to work with them to set up a payment plan to make payments more manageable.

Councilmember Northcott advised Mr. Doxey to check hydrants and other potential sources on his property and emphasized that the Town has fulfilled its responsibility by sending monthly bills. She expressed sympathy for Mr. Doxey's situation but noted that waiving the bill would be unfair to other residents.

Mr. Pallesen and Mayor Kathi explained that the old meter was tested, sent to the manufacturer, and confirmed to be functioning properly. Mr. Doxey stated that he still could not account for the water usage, noting that water pressure remained normal. Councilmember Northcott acknowledged the difficulty in identifying the problem and empathized with Mr. Doxey's frustration. Mayor Kathi asked when Mr. Doxey turned off his sprinklers for the season; he was unsure. Councilmember Northcott suggested checking the sprinkler system for leaks in the spring. Mayor Kathi also explained that with the new antennas, Mr. Doxey will soon be able to monitor water usage from his phone.

The Council reiterated that while the bill is the customer's responsibility, they are willing to help with payment plans. Mayor Kathi suggested a plan of approximately \$200 per month and noted that the Town office is available to assist with scheduling, even if deferred until after the holiday and tax season.



**TOWN OF MANILA PUBLIC HEARING  
& REGULAR MEETING  
SENIOR-COMMUNITY CENTER  
165 E HWY 43  
NOVEMBER 20, 2025, AT 6:00 P.M.**

**LINDA PETERSON:** Elka Wallace requested time to discuss the tree parcel located at 142 North Lakeview Drive. The tree sits on the west side of their yard at the end of Lakeview, and the Wallaces are asking whether it would be possible to purchase the parcel containing the tree.

Mayor Kathi addressed Elka regarding the tree at the end of the road. She explained that the Town's water line runs directly beneath the tree, which cannot be moved, making it impossible for Elka to purchase the property. She further explained that the water line extends through adjacent properties and may be needed for future road construction and expansion, and that a sewer line within the Town's easement also prevents the sale of the property. Mayor Kathi offered an alternative, suggesting that if Elka wanted to care for the tree, the Town could place a plaque recognizing her efforts.

Elka responded that the area seemed to become a catch-all for various uses and that her intention was to fence the area to keep it cleaner. Mayor Kathi clarified that fencing is not possible due to the water line and easement.

Elka expressed appreciation for the Town's time and understanding. Mayor Kathi thanked Elka for her efforts and encouraged her to continue maintaining the area.

**IT SUPPORT-DISCUSSION OF INFORMATION TECHNOLOGY POLICY:** Mayor Kathi addressed the Town Council regarding a proposed Information Technology Policy, which outlines acceptable computer and internet use. She explained that in the past, some employees had not signed an internet policy and emphasized that the policy requires proper conduct when using Town computers, as well as granting the Town access as needed. Copies of the policy were provided to all Council members for review. Mayor Kathi noted that the policy will need to be signed by employees and Town Council members before receiving a Town computer.

No questions were raised by the Council, and members thanked Mayor Kathi for preparing and providing the policy.

**FRAUD RISK ASSESSMENT:** Mayor Kathi presented the Town's 2025 Fraud Risk Assessment, noting that it has been completed for the year to ensure compliance with the audit. She reported that the assessment scored 345 out of 395 points and will be submitted to the State of Utah.

**Motion:** After reviewing the assessment, Councilmember Northcott motioned to approve the 2025 Fraud Risk Assessment as presented. Councilmember Scott seconded the motion.

**Vote:** All were in favor. The motion carried.



**TOWN OF MANILA PUBLIC HEARING  
& REGULAR MEETING  
SENIOR-COMMUNITY CENTER  
165 E HWY 43  
NOVEMBER 20, 2025, AT 6:00 P.M.**

RESULTS: APPROVED

AYES: MAYOR KNIGHT, COUNCIL MEMBERS RYLANDER, SCOTT, BROWN, AND NORTHCOTT

**REZONE FOR 36 NORTH 3<sup>RD</sup> WEST:** The buyers have backed out, and the agent is unsure whether the sellers still wish to proceed with the rezone; therefore, the rezone for 36 N 3<sup>rd</sup> W therefore we are tabling it.

**Motion:** Councilmember Scott motioned to table the rezone for 36 N 3<sup>rd</sup> W. Councilmember Rylander seconded the motion.

**Vote:** All in favor. The motion carried. Tabled.

RESULTS: APPROVED

AYES: MAYOR KNIGHT, COUNCIL MEMBERS RYLANDER, SCOTT, BROWN, AND NORTHCOTT

**FIREWORKS ORDINANCE:** Mayor Kathi addressed the Town Council regarding a proposed Fireworks Ordinance. She explained that last summer there were difficulties enforcing fireworks prohibitions, and the ordinance is designed to clarify how such situations will be handled. The ordinance provides that the Fire Chief, in coordination with the State Fire Marshal, will determine whether fireworks are prohibited.

Mayor Kathi noted that fireworks cannot be prohibited throughout the entire town. She suggested that, if allowed, fireworks be held at the fairgrounds, where there is minimal vegetation, no nearby ranches, proximity to the fire department, and a hydrant at the corner. She acknowledged potential conflicts with rodeo events but indicated that these can be managed.

Mayor Kathi stated that the Council would have an opportunity to review the ordinance, discuss it at a future meeting, and hold a public hearing before adoption. She emphasized that the Town is moving in this direction to better manage fireworks in the community.

**ELECTION RESULTS:** Mayor Kathi presented the results of the 2025 Town of Manila Municipal Election audit. She reported that the audit was completed on November 13, 2025, and a Special Town Council Canvass meeting was held on November 18, 2025, to certify the election results. The official results, now uploaded to the State, are as follows:

- Kathi Knight – Mayor (4-year term)
- Bill Rylander – Town Council member (4-year term)
- Sarah Mraz – Town Council member (4-year term)
- Debbie Brown – Town Council member (2-year term)



**TOWN OF MANILA PUBLIC HEARING  
& REGULAR MEETING  
SENIOR-COMMUNITY CENTER  
165 E HWY 43  
NOVEMBER 20, 2025, AT 6:00 P.M.**

Mayor Kathi noted that the newly elected officials are scheduled to be sworn into office on January 5, 2026, at 12:00 pm (noon).

**SUNRISE ENGINEERING UPDATE:**

**RV Station and Sewer Lagoon:** Jerry Slaugh with Sunrise Engineering reported that they have been working on several Town projects and are preparing two projects to go out to bid: the RV Dump Station and the Lagoon Sewer Improvements. He stated they plan to advertise both projects with State Purchasing on November 25.

Mayor Kathi and Councilmember Northcott asked Jerry whether he had been informed about the new findings regarding the fourth sewer lagoon. He had not, so Aaron Averett and Jeff McCarty with Sunrise Engineering were contacted by phone to provide an update.

Fourth Lagoon Geotechnical Findings.

Jeff McCarty reported that the first step in the lagoon improvement project was to bring in a geotechnical engineer to test the existing berms. The findings showed that the berms were significantly under-compacted, readings were in the 60–80% range instead of the required 90% compaction. Jeff stated that the berms were porous enough that the lagoon would not hold water and would “sieve” through, meaning the structure as-built was not usable. Because of this, Sunrise had to step back and redesign the approach, and the berms will need to be excavated and rebuilt correctly.

Councilmember Northcott asked if this new information meant the fourth lagoon could not support future growth as previously discussed. Jeff clarified that the issue was not the lagoon’s design or placement, but rather how it had been constructed years ago. Once reconstructed, the fourth cell would operate properly. The concern at this stage is determining how the reconstruction cost will affect the overall project budget.

Councilmember Northcott asked what the impact on the project cost might be. Jeff explained that they cannot provide a firm estimate until they receive contractor bids. Rebuilding the berms will have a cost effect, but Sunrise has adjusted the project budget to prioritize completing the fourth lagoon. He explained that to make the budget work, some upstream improvements to Lagoons 1 and 2 may have to be postponed.

Councilmember Northcott then asked what portions of the project might need to be cut. Jeff stated that the most likely reduction would be the amount of new sewer lines that could be installed in the Ylincheta and Green Acres neighborhoods. Depending on bid prices, certain streets may need to be removed from the project scope.



**TOWN OF MANILA PUBLIC HEARING  
& REGULAR MEETING  
SENIOR-COMMUNITY CENTER  
165 E HWY 43  
NOVEMBER 20, 2025, AT 6:00 P.M.**

Aaron Averett added that bidding the RV Dump Station and Lagoon projects together may help reduce costs by securing a single contractor. He explained that once bids come in, they will have a more complete picture of what can be accomplished within the existing budget. If bids come in favorably, the Town may not need to cut very much from the sewer line portion of the project.

The Town Council had no further questions about the lagoon updates.

Jerry continued with the project timeline. The bidding process for both the RV Dump Station and Lagoon Improvements will begin November 25. The plans will then be sent to the State Division of Water Quality, where they have 30 days to complete their review.

Sunrise expects the plans to be ready for bidders on December 9. A pre-bid meeting is scheduled for December 16, with bids due January 7, 2026. Bids will be opened on January 7, and the Town Council will have the option to select a contractor for the January 8 Council meeting. Jerry noted that the Town may extend the selection date if needed. Notice to proceed would be issued at the Town's discretion once a contractor is chosen.

Jerry also informed the Council of a few remaining challenges related to easements:

- Sunrise is still working to obtain easement access across the Broadbent property.
- If that easement cannot be secured, installing a lift station may be an alternate solution.
- Another nearby property offers a viable easement route, but the property owner is requesting significantly more than market value for 0.065 acres; negotiations are ongoing.
- The People's Canal easement is also being explored as a possible option.

Jerry concluded that these items are the main unresolved issues affecting the sewer lagoon project.

**Well Updates:** Jerry provided an update on the Town's wells and the recent issues with Well #3. He reported that Widdison Well Services has been working on the wells, but production from Well #3 has dropped significantly from the expected 400–500 gallons per minute to around 108 gallons per minute. Before recent work, the well had been producing around 320 GPM. Councilmember Northcott asked whether the Town truly needed to drill a new well and whether current water production was adequate. Both Jerry and Mayor Kathi confirmed that the Town does need a new well. Gary explained that while current production is *barely* meeting day-to-day demand, it does not meet the State's requirements for an approved water system, which impacts future development. The State requires roughly 500–600 GPM.

Gary noted that Widdison does not know why Well #3 production dropped and that the aquifer may have lowered, though likely not enough to explain the full loss. There may also be issues with plugged screens. Gary said Widdison is willing to come back and help diagnose the problem. They



**TOWN OF MANILA PUBLIC HEARING  
& REGULAR MEETING  
SENIOR-COMMUNITY CENTER  
165 E HWY 43  
NOVEMBER 20, 2025, AT 6:00 P.M.**

plan to send a manual sounder so the Town can verify actual water levels in relation to the pump. Accurate readings will help determine whether the aquifer level, pump depth, or other issues are causing the reduced output.

Councilmember Northcott also asked whether the Town must continue using Widdison or if bids could be solicited from other well services. Jerry and Aaron stated the Town does not have to remain with Widdison and could seek additional bids if needed.

Gary also mentioned ongoing SCADA work. Jesse is scheduled to come out to help restore remote control capability for Wells #2 and #3. While SCADA won't change the water level, accurate readings will help with troubleshooting.

Councilmember Northcott expressed concern about the amount of money the Town has already invested in Well #3 without achieving the expected results. She emphasized the need to fully understand the cause of the reduced production before committing to the cost of a new well. Gary agreed and said the priority is determining actual water levels as soon as possible. He also noted that this year was significantly drier, which may have contributed, but the Town cannot jeopardize its culinary water supply.

Both Jerry and Aaron are working toward getting the manual sounder to verify levels and identify next steps. The council agreed that the Town needs clear data soon, especially before next summer's peak usage.

**RV Dump Station:** Jerry reported on the RV Dump Station design. The site will have two active sumps with a one-way traffic flow and a third sump reserved for future expansion. Each dump will operate through a Sensus-style meter system, requiring users to enter a code and pay before dumping. The system also includes a rinse cycle and a separate hydrant for filling RV water tanks, which will also be metered and charged.

The layout was designed with future growth in mind. Additional sumps can be added later without major reconstruction, and the design allows for potential future highway access if UDOT chooses to participate.

Mayor Kathi noted that the station is expected to pay for itself within two years. Councilmember Northcott asked about lighting, and Jerry confirmed the site will have full lighting supported by an electrical plan already in place. A small retention basin has also been added on the south end to prevent flooding onto neighboring properties.



**TOWN OF MANILA PUBLIC HEARING  
& REGULAR MEETING  
SENIOR-COMMUNITY CENTER  
165 E HWY 43  
NOVEMBER 20, 2025, AT 6:00 P.M.**

Gary asked about preventing sewer hoses from getting stuck. Jerry said the station design includes a small steel rod across the opening to stop hoses from being pulled through. No further questions were raised.

**The Pinnacle Update:** Gabby Blackburn from Sunrise Engineering provided an update on The Pinnacle development. She explained that while the project must meet Manila Town requirements, several other agencies, such as the fire district, utility providers, and UDOT, also have regulatory authority. A primary concern is the required fire access. Mayor Kathi noted that the neighboring property owner has not been contacted by the developer and has stated he will not allow access across his property. Because of this, the Mayor said she cannot sign off, and neither will the fire marshal, until a compliant fire exit is identified.

Gabby expressed concern that relocating the fire access could significantly change the current site plan. She also reviewed the status of the RF overlay, noting that it cannot move forward until the development agreement is finalized. The agreement has been reviewed by attorneys and sent to the developer, but he has not yet responded. Given Manila's current water and sewer limitations, the Mayor said portions of the agreement may need to be revisited. Gabby clarified that the agreement already restricts the developer from adding new units unless the existing motel is removed and requires water and sewer capacity to be available.

Gabby reviewed expectations for phase timelines, fees, and plan reviews. She emphasized that legal and review costs should be paid by the developer due to the number of plan revisions. The Town has not yet received a final plat; the developer has stated he will not prepare one until preliminary plans are acceptable.

Gabby reminded the council of items requiring Town decision at preliminary approval: fencing design, building heights, architecture, and public amenities. Previously, the swimming pool was considered the primary public amenity, but the Town also requested pickleball courts. The developer agreed, and the courts are included in the draft development agreement. Gabby noted the importance of specifying in which phase these amenities must be built.

Water and sewer capacity were discussed at length. The council reiterated that Manila cannot promise service the Town does not have. While the developer was offered the option to prepay impact fees for later phases, locking in lower rates and helping fund improvements, he chose not to, and only phase one fees are currently being paid. Future phases are not guaranteed until adequate water and sewer infrastructure exists.

Fire district representatives provided clarity on access requirements and confirmed that the development must meet the International Fire Code with no exceptions. The council discussed



**TOWN OF MANILA PUBLIC HEARING  
& REGULAR MEETING  
SENIOR-COMMUNITY CENTER  
165 E HWY 43  
NOVEMBER 20, 2025, AT 6:00 P.M.**

possible alternative emergency access routes, but all would require approval from the fire marshal and possibly UDOT.

Next steps include Sunrise sending an updated staff report to the developer, marking this as Round 2 of review. Manila will request one complete plan set for review by the DRC (Development Review Committee), after which it can move to Town Council for consideration. Planning Commission review is not required unless major changes occur. The current plan remains at approximately 153 units.

**BUILDING UPGRADE UPDATE:** Gary reported that the heating system has been installed, though the ductwork still needs to be completed before it can be operational. Chad has begun installing the flooring, which is already placed down the hallway and looks very nice. The office spaces are roughed in and waiting for the electrician.

In response to Mayor Kathi's question about timing, Gary said the electrician plans to return before Thanksgiving so Stu can come back to fire the furnace. The wiring has been run, but still needs to be terminated in the breaker box. Cabinets are expected to arrive on Monday or Tuesday, and countertop measurements were taken today.

Mayor Kathi added that Rick Israelson provided updated drawings for the front area, along with fabric samples to help match additional chairs with the existing ones for the conference room. Once the electrical work is complete, drywall can be finished, and carpet installation for the office area can be scheduled. Gary estimated approximately three to four more weeks for completion, noting that the holidays may cause some delays.

**PUBLIC WORKS UPDATE:**

**METER WORKS ANTENNAS UPDATE:** Gary reported that the new meter antennas have been installed and are functioning. They are successfully reading most meters; however, approximately 100 meters may need upgrades, and a few may still require manual reading. The customer portal is expected to go live on December 1st, allowing residents to monitor their own water usage.

Mayor Kathi explained the benefits of the new system, noting that situations like the recent issue with Mr. Doxey could have been avoided if customers were able to view their usage in real time. Although the antennas were costly, she believes they will pay for themselves through reduced overages and leak detection.



**TOWN OF MANILA PUBLIC HEARING  
& REGULAR MEETING  
SENIOR-COMMUNITY CENTER  
165 E HWY 43  
NOVEMBER 20, 2025, AT 6:00 P.M.**

Town Clerk Jennifer Allphin shared that the system recently helped identify a leak for a resident, discovered by monitoring the “Top 10” high-usage accounts. Staff contacted the resident, and Public Works confirmed a leak of approximately 0.4 or 0.5 gallons per minute.

Councilmember Northcott thanked staff for their courtesy in notifying residents, recognizing that it is not required, given the number of water customers.

Gary added that Mr. Doxey’s leak averaged around 1 to 1.25 gallons per minute, significant when multiplied over 24 hours. Jennifer noted that before the antennas were installed, she could only monitor the top 10 highest-usage accounts, which did not always capture issues such as livestock water use.

**BACKHOE TIRES:** Gary reported that the backhoe at the landfill requires new tires. Solid tires were priced at \$5,620 each for the rear and \$1,380 each for the front, totaling \$14,840 to replace both front and rear tires. The backhoe has required repairs on its tires multiple times.

**Motion:** Councilmember Scott motioned to approve the purchase of both front and rear tires for \$14,840. Councilmember Northcott seconded the motion.

**Vote:** Councilmember Brown voted nay; Councilmembers Northcott, Rylander, and Scott voted aye. The motion passed.

RESULTS: APPROVED

AYES: MAYOR KNIGHT, COUNCIL MEMBERS RYLANDER, SCOTT, BROWN, AND NORTHCOTT

**Back Stops Purchase for Landfill:** Gary reported that Lyman’s FFA is willing to build a backstop for the landfill for \$3,200. Previously, similar backstops were purchased for \$6,000 each. Mayor Kathi noted that a grant will be applied for in the future to help fund additional backstops.

**Vac Truck Update:** Gary reported that the Vac Truck is nearing completion. There were delays at the paint shop, but the water tanks have been reinstalled, and the truck should be ready by the end of the week. Final tooling adjustments are still pending.

**Fire Hydrant Update:** Gary reported that two new fire hydrants have been installed on State Line Road. Some hydrants on Harper’s land and around the valley have been operated and flushed, but several old or faulty hydrants, including the one near the post office, still need replacement. Parts for new hydrants cost approximately \$12,000–\$15,000, while replacement parts for existing hydrants are about \$7,000 each. Work will continue to ensure the system is fully operational and available for fire department training.

**Garbage Can Flags Update:** Gary reported that metal flags for garbage cans were discussed with Reeds Machine and Fabrication. Each flag costs approximately \$2.50, plus about \$1.50 per flag for



**TOWN OF MANILA PUBLIC HEARING  
& REGULAR MEETING  
SENIOR-COMMUNITY CENTER  
165 E HWY 43  
NOVEMBER 20, 2025, AT 6:00 P.M.**

molds. The flags function like mailbox flags to indicate which garbage cans need to be emptied, helping ensure proper collection and return of the cans.

**MAYOR'S UPDATE:**

**Landfill Fee Discussion:** Commissioner Matt Tippets addressed the Town Council regarding landfill fees, noting perceived inconsistencies between charges for residents and contractors. He cited examples where a resident dumping a load might pay \$40, while a contractor could be charged \$500 for a similar load. Commissioner Tippets expressed concern that the disparity could discourage growth and construction.

Gary explained that the Town follows state guidance, which does not allow using our existing scales for trade. As a result, a flat rate is charged for commercial loads to account for volume rather than weight. Councilmember Northcott and Mayor Kathi emphasized that the higher fees for contractors are intended to manage limited landfill space, cover increased costs due to tourism and out-of-town dumping, and ensure fairness to residents, not to discourage growth. They noted that the landfill operates as an enterprise fund funded by user fees.

Discussion included the possibility of expanding the landfill and exploring available adjacent, private, county, or state land. Commissioner Tippets and the Council agreed to further evaluate potential solutions to manage landfill capacity and maintain equitable fee structures while supporting community growth.

The Town Council thanked Commissioner Tippets for his input and partnership.

**PUBLIC COMMENT: Flaming Gorge Fire & EMS District Update:** Steve Forbes, Manager of the Flaming Gorge Fire and EMS District, introduced himself and provided updates on the district's recent activities:

- The district recently approved its 2026 budget. Forbes noted that budgeting has tightened over the past two years as the district has taken on full fire and EMS services, leading to improved planning and readiness.
- House Bill 48 was discussed. This new legislation, effective January 1, imposes a fee on properties identified as high-risk wildland-urban interface based on a "structure exposure score." Forbes indicated that preliminary information suggests very few properties in the county, and none in the town of Manila, have scores that would trigger fees. Final property maps and assessments are pending from the state.
- EMS services recently passed a state inspection conducted by the Department of Public Safety. The state commended EMS Director Casey Olsen and the improvements in staffing and 24/7 response capabilities.



**TOWN OF MANILA PUBLIC HEARING  
& REGULAR MEETING  
SENIOR-COMMUNITY CENTER  
165 E HWY 43  
NOVEMBER 20, 2025, AT 6:00 P.M.**

- Forbes emphasized the importance of continued collaboration with the town, including wildfire preparedness efforts, hydrant maintenance, and reporting expenditures that may count toward the town's CWPP (Community Wildfire Protection Plan) commitments.

Mayor Kathi encouraged Forbes to coordinate with Town Clerk Jennifer Allphin to be added routinely to Town Council agendas. Questions from Justin Von Eberstein included clarifications on the structure exposure score and the implications of HB 48 for properties in the town. Forbes explained that the score reflects wildfire risk based on factors such as structure proximity, wind patterns, and overall exposure.

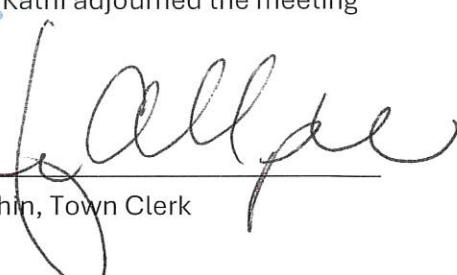
The Council thanked Forbes for the update and expressed interest in ongoing collaboration with the district.

**EXECUTIVE SESSION:** There was no correspondence.

**ADJOURNMENT:** Councilmember Northcott motioned to adjourn the meeting. Councilmember Brown seconded the motion. All were in favor. Motion carried. Mayor Kathi adjourned the meeting at 8:25 pm.



Kathi Knight, Mayor



Jennifer Allphin, Town Clerk

