

**WALLSBURG TOWN COUNCIL  
MONTHLY MEETING AGENDA  
December 4, 2025 – 7:00PM**

**MINUTES**

**1. Call to Order** Expected 7:02 pm

- a. Pledge of Allegiance - Completed
- b. Prayer – Mary Piscitelli
- c. Roll Call – Rohn Hortin, Celeni Richins, Terri Eisel, Mary Piscitelli, Alisha O'Driscoll, Troy Ostler, Scott Larsen

**2. Consent Calendar:** Be it hereby moved that the following consent calendar items stand approved:

- a. Agenda of the December 4, 2025 Town Council Meeting
- b. Minutes of the November 6, 2025 Town Council Meeting

Items stand approved.

**3. Approve Budget**

- a. November Budget and Check Register (and any questions)

Questions: Scott Larsen, on the first page of the budget, Professional and Technical Services is high? Alisha O'Driscoll explained that it was for the Single Audit that was done on the big water project. Celeni Richins commented to add a budget amendment to January's agenda and plan for one next year at the budget plan. Terri Eisel asked about the refund for Marshall Goeltz, it was for when he moved his account didn't get closed correctly so his auto pay stayed on. His account is closed and the new family, Buckley's have a new account. Scott Larsen asked about Rocky Mountain Power subtotal was wrong. Alisha O'Driscoll will check with Pelorus, but likely a typo. Mary Piscitelli asked if letters were sent out for the water aging report. Alisha O'Driscoll did not, but will this month. There are a few highlighted.

**Motion:** Scott Larsen moves to approve the Budget and Check Register for November 2025 based on the questions

**Second:** Rohn Hortin

**Vote:** Unanimous

**4. Public Comment (5 minutes):** This is the public's opportunity to comment on items that are NOT on the agenda. Please come up to the table, state your name and address before making a comment, and speak loudly to assure comments are recorded properly. If you have specific questions or comments regarding items that ARE on the agenda, please contact the Wallsburg Town Council or Clerk after the meeting has adjourned.

Terri Eisel asked why comments about items not on the agenda? Celeni Richins said its for the public to bring up things that need to be talked about. Terri Eisel asked if they are able to comment on agenda items or when that can be? Celeni Richins said she allows them, some places don't, but we do accept them during the meeting. Mary Piscitelli commented that everyone should be allowed to comment as needed, but not take over the meeting. Celeni Richins agreed and commented that the mayor can shut down public comment any time needed.

**5. Agenda Items:**

**a. Main Canyon Road Project, CDBG Application Updates – Information and Discussion Only**

- i. Troy Ostler (CivCo Engineering) will discuss status of Main Canyon Road Phase II & 2025 CDBG applications

Please send any complaints on the road to Troy Ostler. Set up to profile mill the waves and bumps in the spring, all are aware and it is scheduled to be done prior to chip sealing. Forward any comments, questions, complaints to Troy Ostler to take care of. Scheduled with contractor to be back in May to take care of those things. Scott Larsen asked if the waviness is from the cement setting up before asphalting? Troy Ostler said yes in part. Also the lay down machine sets down anytime it stops, and how the trucks were coming caused those waves we are seeing. Instead of tying from the edge down to driveways, it was partway in the lane and made it worse. That is on the finish crew, the rakers, etc. Those two areas will be addressed in the spring. Rohn Hortin commented that the other part of the road is similar, it's kind of the way it is. Unfortunately the white line makes it much more obvious. Troy Ostler promises that it will be nicer when it's done and all issues will be taken care of. Will also figure out why stop signs are solid red and not flashing. Scott Larsen commented that no one can remember how bad the road was before it was done.

CDBG – State got the federal funds to move forward. Environmental study is complete, the construction portion of the environmental clearance has been submitted and should be approved next week and ready to go when contracts get in. When the contracts come in, we will start the Master Plan study immediately. We will want to have that done before the construction part so that it is done properly. Based up on that, advertise the piping part of the project in May/June for a contractor. CDBG has a new requirement that all contractors and subcontractors and employees involved are working legally in the United States. Some contractors won't like it, but it's a simple deal- making sure all employees are e-verified, it's a normal process that we have to go through.

It's the time of year to apply for funding. They are taking applications on road projects. They have made a provision in non urban funding, that 15% of that money can be used on local roads, about \$830,000 can be applied for by Wallsburg Town. 93%/7% match, around \$59,000 match. I don't think they will approve us this year, but the way they evaluate is they keep track of how many years you apply and we don't want to miss out. The roads chosen in this application is 300 South from Terri's to the Fire Station, up 100 East up to 100 North and 100 North from the Cul De Sac to Center Street. Rohn Hortin commented about the road to the cemetery. Troy Ostler commented that this is for asphalt only, no curb, no gutter, etc. Rohn Hortin asked when it will be available? Troy Ostler said October 2028. Troy Ostler filled out the application to explain that based off of Class C Road funds, it would take Wallsburg Town 29 years to save up for, without inflation. He is here tonight to see if the Town would like him to submit this application. All agreed and Celeni Richins signed the application. Mary Piscitelli asked if basically a block is \$100,000? Troy Ostler said yes. The cost is to pulverize the existing and repave 30 feet. 11 foot lanes and 4 foot shoulders. He will submit this application and see if we can get lucky enough to get money the first year, if not we will just keep applying. Mary Piscitelli (and the rest of the council) thanked Troy Ostler for looking out for Wallsburg. He expressed that he loves working for little communities and seeing the money make a difference.

Rohn Hortin commented after Troy Ostler left that the spot across from Doyle Graham's needs a load of gravel or the asphalt will crumble. Alisha O'Driscoll commented that was brought up at the walk through and they said it will impede the water company ditch and they can't do anything there. But she will pass it along for consideration.

**b. Wildland Urban Interface Map – Action Item**

i. Adopt by resolution, the Wasatch County Wildland Urban Interface Map. This map defines areas where development and wildland vegetation meet, creating a higher risk of wildfire. It is used to guide regulations, such as those concerning fireworks and building codes, to mitigate fire risk. The WUI map in Wasatch County was developed by the Building and GIS departments, with input from the Fire Department and Forest Service.

Celeni Richins read the above description and the following Resolution:

**Resolution No. 2025-11 A RESOLUTION OF THE TOWN COUNCIL OF WALLSBURG TOWN, UTAH,  
AMENDING ADOPTION OF WASATCH COUNTY WILDLAND URBAN INTERFACE MAP FOR WALLSBURG TOWN**

**WHEREAS**, the Town Council of Wallsburg Town recognizes the importance of wildfire risk in wildland urban interface areas desires to establish clear guidelines for identifying and addressing potential wildfire risks; and **WHEREAS**, the Town Council shall hereby amend the adoption of the Wasatch County Fire District Wildland Urban Interface Map on June 16, 2025 to include that no wildland urban interface areas are identified in Wallsburg Town Limits; **WHEREAS**, the Town Council does not make any other amendments to the adoption of the Wasatch County Fire District Wildland Urban Interface Map; **NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF WALLSBURG TOWN, UTAH, AS FOLLOWS:** **Section 1.** Adoption of an amended agreement to the Wasatch County Fire District Wildland Urban Interface Map. The Wasatch County Wildland Urban Interface Map, attached hereto as Exhibit A and incorporated herein by reference, is hereby adopted with amendment to include that no wildland urban interface areas are identified in Wallsburg Town Limits. **Section 2.** Application. This map shall apply to land located in Wallsburg Town Limits in relation to Wasatch County Urban Interface. **Section 3.** Implementation. The Mayor is directed to implement and ensure all appropriate guidance and provisions. **Section 4.** Review and Amendment. The Town Council shall review this map annually and may amend it as necessary to ensure its effectiveness and compliance with applicable laws and regulations. **Section 5.** Effective Date. This resolution shall take effect immediately upon passage and adoption. **PASSED AND ADOPTED** by the Town Council of Wallsburg Town, Utah, this 4th day of December, 2025. Vote: Mayor, Celeni Richins – aye, Council Member, Scott Larsen – aye, Council Member, Terri Eisel – aye, Council Member, Mary Piscitelli – aye, Council Member, Rohn Hortin – aye. Celeni Richins stated that votes have been recorded, resolution stands approved. Mary Piscitelli asked if all resolutions are reviewed annually. Miscellaneous discussion about it being a good idea to review to make sure any changes in legislation are captured and it stays consistent.

**c. 2026 Meeting Schedule – Action Item**

i. Adopt anticipated Town Council meeting schedule for 2026.

Celeni Richins explained that Town Council meetings are regularly scheduled for the First and Third Thursdays of each month, with the note of changes as needed. Mary Piscitelli asked if there were any 4<sup>th</sup> Thursday meetings that Celeni Richins would not be able to attend due to other obligations that she has had this year and would propose to have back to back meetings if that would mean that the Mayor would miss a significant number of meetings throughout the year. There would be 3 work meetings out of 9 scheduled that would fall on the 4<sup>th</sup> Thursday, and it's an important part of the work meeting to have the Mayor there. Talked about rescheduling those to keep them on the 3<sup>rd</sup> and have back to back meetings. All agreed. Miscellaneous discussion – landed on changing January 2026 Work Meeting to January 15<sup>th</sup> and April 2026 Work Meeting to April 16<sup>th</sup>.

**Motion:** Rohn Hortin moves to adopt the 2026 Meeting schedule as adjusted    **Second:** Scott Larsen    **Vote:** Unanimous

**d. Activities Committee – Action Item**

i. Report on Santa Visit activity, plans for winter activities.

Still a lot of fun even with the power going out. About half of what we normally get, but overall really great. Gingerbread house decorating night was well attended and the kids and families enjoyed themselves. Leftover perishable donuts/oranges were given away to good homes. Other leftovers can be kept for next year or other winter activities. Talked about this date falling right after Thanksgiving. It will rotate and some years will just be like that. Mary Piscitelli commented that we need to figure out a way to keep kids from running around the Town Hall during activities. All agreed, miscellaneous discussion on barriers, temporary walls, etc. Alisha O'Driscoll commented that maybe Santa will bring a backup generator for Christmas. Terri Eisel agreed and recommended talking to Jeremy Hales with the County, he commented on doing that for emergency preparedness. Rohn Hortin commented about the ones that run off of propane and automatically kick on.

**6. Department Reports**

a. To discuss continued agenda items, assignments

i. Buildings (Scott Larsen) \*Town Hall Streetlight Status Report

Alisha O'Driscoll commented that the plugs at the base of the Power Poles are all gutted and we can't plug the Christmas tree in and the Streetlights aren't coming on until 7 or 8pm. Scott Larsen said the power outage will affect the time/clock. will look at the timer and get them set correctly to come on from 5pm to 10:30pm. Scott Larsen will check with Jay Hortin again. The main problem is that when they put the sprinklers in that some of the wiring got cut. Scott Larsen asked who hung the street lights. Alisha O'Driscoll explained that Jeremy Motley, Crae Motley, and Chad Daley with Heber Light and Power strung them. Celeni Richins commented to give them a thank you basket.

ii. Roads (Scott Larsen) Nothing to add

iii. Cemetery (Mary Piscitelli) Nothing to add

iv. Park (Terri Eisel) Nothing to add

v. Water (Rohn Hortin) Water meters are wacky. Alisha O'Driscoll will print him a report to work on.

vi. Mayor (Celeni Richins) Nothing to add

vii. Clerk (Alisha O'Driscoll) Planning Commission Thank You's- loaves of Kneaders bread and giftcards.

\$50 for the 3 that participated half the year and \$100 for the others.

b. No Work Meeting scheduled in December 2025, Merry Christmas!

c. Call for Agenda items for January Town Council Meeting (Expected January 8, 2026)

Budget Amendment, OPMA sooner than later for Council and Planning, Troy Ostler Updates, Swearing In of new council members. Terri Eisel asked about the Government Data Privacy Program- Alisha O'Driscoll commented that the review is done this year and then into the new year any changes identified will be implemented.

**7. Adjourn**

**Motion:** Scott Larsen moves to adjourn

**Second:** Terri Eisel

**Vote:** Unanimous

a. Time 8:17PM