

MINUTES
COALVILLE CITY COUNCIL MEETING
Monday December 8, 2025, 6:00 P.M.
COALVILLE CITY HALL, COUNCIL CHAMBERS
10 N MAIN STREET
COALVILLE, UT 84017

In Attendance

Mayor and Council

Mayor: Mark Marsh

Council Member: Louise Willoughby, Shaun Powis, Lynn Wood, John Hansen (absent), and Brandon Brady.

City Staff: Don Sargent, Community Development Director; Kyle Clark, Public Works Director; RaeShel Hortin, City Treasurer; Halle Mosher, City Recorder

Mayor Mark Marsh opened the meeting at 6:07 p.m.

Item 1 – Welcome

- A. Roll Call – A quorum was present.
- B. Pledge of Allegiance – Led by **Mayor Mark Marsh**

Item 2 - Public Comment:

David Vernon 800 North 50 East.

Item 3- Chief Ben Neilson, North Summit Fire District

Chief Neilson started with an introduction to our State Officers and opened presentation on behalf of the State for House Bill 48. The primary intent for House Bill 48 is to increase awareness for fire prevention for the property owners that share the responsibility of reducing that risk in the Wildfire Urban Interface (WUI). Chief Neilson discussed applicability for the city, adopting WUI map, and talked about goals that Mayor Mark Marsh has listed and what has been identified for our contribution for the year. The state wants us to focus on the Community Wildfire Preparedness Plan (CWPP) and that the goals need to be moved over to the Cooperative Wildfire System (CWS) so it will cover our contribution.

Ryan LaFontaine went over how the city needs to be proactive on creating the list.

Chief Ben Neilson told us if we have done our planning and CWS, we will not be on the hook for the cost of a fire.

Ryan said that the Ordinance or Resolution could protect the city but having the CWS would protect the city.

Chief Ben Neilson said that it is a 10-year rotation and the cost will go down after 10 years. Coalville City's first goal is to have a work session and they could make recommendations to help us adopt the WUI Map.

Council Member Wood asked if this is a type of insurance system.

Ryan answered that the CWS takes place of old insurance, cost will be helped by the state.

Chief Nielsen said that they can delegate fire to the state so they will start sending additional resources in to help if needed.

Council Member Powis asked when municipality is responsible for damage caused by the fire.

Chief Nielsen said that it falls on insurance of homeowners. Reminded City Council and Mayor that the two most important things to take away from this presentation is to start working on adopting a map and allowing the fire district to help Coalville City with the cost and application. Presented award to Louise Willoughby, a plaque of appreciation for her board membership.

Item 4 – Approval of Resolution 2025-8 Appointing CAO and RO in Compliance with GDPA Resolution NO. 2025-8

Council Member Shaun Powis made comment on Resolution 2025-8.

Spencer Foster (MAG) made clarifications for Shaun Powis.

Council Member Willoughby made a motion to approve Resolution 2025-8

Council Member Wood seconded the motion.

Motion carried (4-0) Council Member John Hansen Absent.

Item 5- Resolution 2025-9 Technical Assistance funding through MAG Technical Assistance to Government (TAG) Program

Council Member Brady made a motion to approve Resolution 2025-9

Council Member Wood seconded the motion.

Motion carried (4-0) Council Member John Hansen Absent.

Council Member Powis made comment on Resolution 2025-9.

Spencer Foster and Council Member Brady made clarifications for Council Member Powis.

Item 6- 2026 City Council and City Planning Meetings Ordinance No. 2025-3

Council Member Willoughby made a motion to approve Ordinance No. 2025-3

Council Member Brady seconded the motion.

Motion carried (4-0) Council Member John Hansen Absent.

Item 7 – Updates:

- A. **Community Development** – Don Sargent presented to the council to-date, current, long range, and ongoing projects, as well as applications. Don brought to the Council he has been working with Craig Smith on follow up of enforcement violations that have been occurring.
- B. **Public Works** –
- C. **Engineering** – Greg Williams (JUB) talked about sidewalk project that should be finishing within 2 weeks.
- D. **Legal**- Craig brought to attention of Council how people were reaching out to Don per Wohali. Craig cautions Council to refer them to Don and try to keep out of the middle. Craig mentioned that a few weeks ago that the Audit company suggested the entity that created public improvement districts (PID) should list the public improvement districts financials on their own financial records.

Council Member Wood asked about the financial statements from Wohali and if they would be included as a sub entity of the city also if he has found out any information on the financial statements.

Craig said he is only aware of one and trying to verify that is the only one.

Council Member Brady asked about water shares and if we will need to pay for them or Wohali.

Craig said it has not been paid and it is not due until the end of the year he will follow up and let us know if Coalville City needs to take care of the payment or if Wohali will take care of it.

- E. **Mayor**- Mayor Mark Marsh restated the sidewalk is almost complete and if it will be completed this fall or next spring depending on weather. Mayor Mark Marsh thanked all the businesses and staff for being so generous for the Coalville City Light Parade.

Council Member Willoughby thanked all the businesses for being so generous for the Coalville City Light Parade.

Council Member Wood asked if we could confirm if Coalville City owns the Leaf Lady in front.

Mayor Mark Marsh has not found a legal document of the Leaf Lady regarding ownership.

Mayor said he will be the point of contact if there are any questions or concerns regarding the Art Board or Leaf Lady.

- F. **Council-** Council Member Brady met with Emily Quinton to talk about the Utah Renewal Communities Program (URC) and how it is moving to the next steps. Emily would like to come in January to discuss those next steps with City Council and Mayor. Council Member Brady contacted North Summit High School to see if the students wanted to be a part of a project on Main Street for pedestrian safety. Council Member Brady brought up the MAG TAG Grant and asked about the impact fees. Mayor Mark Marsh said we are moving along and getting letters of support. Kristie from Sunrise has been working to make sure we are ready for the Grant.

Council Member Powis shared that if the city would like to get out anything informative or beneficial to reach out to him to get in contact with our local news source, North Summit News.

Item 8 – Review and Possible Approval: Accounts Payable dated November 10, November 24, and December 8, 2025.

Council Member Willoughby made a motion to approve Accounts Payable dated November 10, November 24, and December 8, 2025.

Council Member Powis seconded the motion.

Motion carried (4-0) Council Member John Hansen Absent.

Item 9 – Approval of Minutes: Minutes dated October 27 and November 18, 2025.

Council Member Wood made a motion to approve the minutes dated October 27, 2025.

City Council Member Willoughby seconded the motion.

Motion carried (4-0) Council Member Hansen Absent.

Council Member Wood made a motion to approve the minutes dated November 18, 2025.

City Council Member Brady seconded the motion.

Motion carried (3-0) Council Member Hansen Absent and Council Member Willoughby Abstained.

Item 10 –Closed Session:

Possible motion to enter a closed session for the purchase, exchange, or lease of property; pending or reasonably imminent litigation; the character, professional competence, or the physical or mental health of an individual; or the deployment of security personnel, devices, or systems.

Council Member Willoughby made a motion to move into Closed Session.

City Council Member Wood seconded the motion.

Item 11 - Adjournment

*Meeting Adjourned Without Objections by Council Member Willoughby
Seconded by Council Member Wood*

The content of the minutes is not intended, nor are they submitted, as a verbatim transcription of the meeting. These minutes are a brief overview of the proceedings that occurred at the meeting.

Rory Swensen, Mayor

Halle Mosher, City Recorder