

Newton Town Council Meeting  
December 4, 2025, 7:00 P.M.  
Newton Town Hall, 51 South Center, Newton UT  
Minutes

Agenda

1. Call to Order/Roll Call
2. Opening Ceremony – Mike Benson
3. Approval of November 2025, Minutes
4. Clarke Park - a) pickleball court concerns (b) design ideas
5. “Merry & Bright” committee storage container purchase
6. Property Line Adjustment Agreement for 51 South Center/76 South 100 West review
7. Policy and Procedure review and suggestions  
a) privacy policy b) credit card purchasing policy c) reporting fraud and abuse policy d) cash receipting and deposit policy e) other policy requirements
8. Winter preparation
9. Report on Mayor/ Council Member Assignments  
Mayor Benson – Animal Control/Administration/Nuisance/Parks  
Jake Christiansen – Library/Special Events/Youth Council  
Steven Jenkins – Buildings/Land Management  
Brett Petersen – Planning/Fire Dept./EMS  
Jed Woodward – Water/Streets

**1. Call to Order and Roll Call of Members present.**

Mayor Mike Benson called the meeting to order at 7:00 p.m.

Members present: Mayor Mike Benson, Steven Jenkins, Brett Petersen and Jed Woodward

Absent: Jake Christiansen. Electronic attendance by Zoom: Sarah Rigby

Karla Ferguson (Recorder) and Kathryn Rigby (Treasurer)

Others in attendance: Sue Jeulus, Anzl Rhodes, Joe Plainer, Michelle Plainer, Lisa Bleazard, Cass Bleazard, Eric Dursteler, Rollie Griffin and Michelle Griffin

**2. Opening ceremony conducted by Mike Benson.**

**3. The Newton Town Council meeting minutes for November 6 and special meeting minutes for November 13, 2025, were approved.**

**4. Clarke Park**

**a) pickleball court concerns** – Mike Benson asked Michelle and Rollie Griffin to explain plans for plantings to dampen sound. Mike explained that the Town Council plans to purchase sound damping mats. Michelle Griffin and Rollie Griffin showed a map they had drawn with suggested plantings around the park. The Griffins would like input from the town engineer and others on the type of shrubs and trees to use, especially for sound damping. The neighbors to the pickleball court, Bleazards and Plainers, complained about the noise of the pickleball courts and lights not shutting off at 10 p.m. Eric Dursteler will have the contractors look at the timer to make sure it shuts off at 10 p.m. Mike explained that they plan to take the pickleball nets down and lock courts for winter. Mike said they would install sound barrier mats in the spring when the courts are opened.

**b) design ideas** – Michelle Griffin said they have listed preliminary ideas that they would like to look into placing at Clarke Park such as, a walking path, basketball stand, skateboard park, pavilion with kitchen, playground, 9 square, and gaga ball. They would like to get public input. Michelle Griffin explained that they have 23 trees and parking ideas also. Mike Benson asked them to work with the new town council and prioritize projects and plan to add a little at a time when funding is available. Sue Jeulus asked for clarification on the Clarke Park plans and

pickleball courts. Pickleball court noise was discussed. Bleazards and Plainers again complained about constant noise, loud music and that the Town Council wasn't doing anything about it. Mike Benson said the town will not tear out the pickleball courts but will try to work on noise issues. Brett Petersen said it might take some time to get sound damping mats installed but the town council will address loud music, and lights not shutting off at 10 p.m. right away.

**5. Merry & Bright" committee storage container purchase** – It was discussed that the tree lighting went well and they had 140 kids, 90 adults visit with Santa. The library gave away free books and the youth council assisted. The possible location of a storage container and the length needed was discussed. It was discussed to place the storage container at the 17 West Main property. It was decided that a 20-foot container would be best to purchase because it can be moved easier. The cost will be between \$3,500 to \$3,800 with delivery fee. **Brett Petersen made a motion to approve the purchase of a 20-foot storage container. Steven Jenkins seconds the motion and all approve.**

Brett Petersen asked to be placed on the agenda next month for a donation to Rocky Mountain Reindeer farm for bringing highland cows to the tree lighting.

Jed Woodward said he thinks conduit could be run under the road from the street light pole and install a plug on the streetlight for the holiday lights. Approval is needed from Rocky Mountain Power. Jed asked for it to be placed on next month's agenda.

**6. Property Line Adjustment Agreement for 51 South Center/76 South 100 West review** – Eric Dursteler explained that he had the easement drawn for the metal building drain field. It was discussed that part of the written agreement should be the separation of the power panel for the ball diamond lights. Eric will talk to the Church for the agreement and separation of the power panel and a secondary water separation with a meter for the church property. Jed discussed the location of the secondary water line. A separate agreement may be needed for the irrigation water but let them be aware that it needs a secondary water line separate from town for ball diamond. Mike will work with Eric on the agreements. Eric will also get costs on sound damping mats for pickleball courts.

## **7. Policy and Procedure review and suggestions**

**a) privacy policy b) credit card purchasing policy c) reporting fraud and abuse policy d) cash receipting and deposit policy e) other policy requirements** – Karla Ferguson discussed the need for formal written policy for audit purposes and to meet Utah code requirements. Brett Petersen suggested moving forward with state recommendations. Brett and Mike will look at the suggested policy and make recommendations before the end of the year.

**8. Winter preparation:** The water heater in the pavilion needs to be looked at and fixed. Jed and Mike will work on taking down pickleball court nets and locking courts. Jed will blow out sprinklers at park and will get with Kevin Rhodes or Gaylen Maughan to open valves. Steven Jenkins has arranged for someone to remove snow off the town hall sidewalks, steps and ramp. Mike will follow up with Cody Bartlett about the ice rink and arrange for help setting it up.

## **9. Report on Mayor/ Council Member Assignments**

- Mayor Benson – Animal Control/Administration/Nuisance/Parks
- Jake Christiansen - Library/Special Events/Youth Council
- Steven Jenkins – Buildings/Land Management
- Brett Petersen – Planning/Fire Dept./EMS
- Jed Woodward – Water/Streets

Mayor Benson reported that he is working with a resident to clean up the town right-of-way by her property and they have two more weeks to comply. Mike will follow up with them but may need to have attorney's help to enact a fine if it is not completed. Mike received complaints from neighbors and when he went to inspect the property, he found big glass sheets, broken glass, trash and cardboard boxes in the town property along the road. It is a safety hazard. Mike Benson thanked everyone for their work and the opportunity to work with the Town Council.

Steven Jenkins reported that Dan Jeppsen has retired from cleaning the town hall. Chelsea Breeze has been filling in for him and will continue until someone is hired. Steven will work on a job description with cleaning expectations and get job opening posted. Steven thanked Mike, Jake and Brett for their time with the Town Council.

Brett Petersen reported the Planning Commission will continue to work on the animal ordinance. Mike Benson suggested the ordinance be very open and encourage public input. Brett Petersen thanked everyone and said it was an eye-opening experience to be on the town council.

Jed Woodward said the Bear River small irrigators bill says it is late, but it has been paid and he will follow up on it. Jed reported and showed pictures of the drain line fix at the water tank. There were no maps of the old location, so Jed had to dig where it came out from the tank to tie in and then installed new 1,570 feet of drain line to the slough to the east. They GPS points of the drain line and took pictures so they will have maps of the drain line location. The drain line can now have a meter installed on it. Jed asked if the Town Council would like the roads to be salted this winter. Cache County would apply salt and charge per application. Mike Benson asked Jed to get costs and look at applying on occasion when it gets bad but need to know prices first.

The regular meeting was adjourned.

Minutes prepared by:

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Karla R. Ferguson, Newton Town Clerk

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Approval Date