

Mayfield Town Council Public Hearing and Regular Meeting Minutes
December 10, 2025 6:30 PM
Mayfield Town Hall

Council Members Attending	Mayor Steve Anderson, Jack Wilber, Keston Christiansen
Council Members Excused	Catherine Bartholomew, Catherine Medler
Administration Attending	Amanda Bennett, Krista Dutton, Jake Nielson
Others Attending	Nikki Larsen, Robert Brown, Taylor Blackmore w/Sanpete News, Cade Penney, Mitzi Fuller, Zack Jensen, Stetson Dutton, Keith Larsen, Travis Good, Ross Deubler, Larry Christiansen, Vearl & Becky Christiansen, John Glauser
Conducting	Mayor Steve Anderson

<p>1. Public Hearing- The purpose of the public hearing is to receive public comment regarding the proposed adoption of the following ordinances:</p> <p>a. Internal Accessory Dwelling Units (IADUs) and Detached Accessory Dwelling Units (DADUs) Ordinance</p> <p style="padding-left: 40px;">i. This ordinance would establish regulations governing internal and detached accessory dwelling units within Mayfield Town, including permitted locations, design standards, parking requirements, compliance criteria, and related land-use provisions.</p> <p>b. Utah Wildland Urban Interface (UWI) Ordinance Adoption</p> <p style="padding-left: 40px;">i. This ordinance would adopt the Utah Wildland Urban Interface Code to enhance fire safety standards within designated areas of Mayfield</p>	<p>Mayor Anderson opened the public hearing by explaining the difference between an Internal Accessory Dwelling Unit (IADU) and a Detached Accessory Dwelling Unit (DADU). He noted that the State of Utah has mandated that cities and towns allow IADUs and outlined the parameters of the proposed ordinance. Councilmember Jack Wilber expressed a preference to separate the IADU ordinance for approval and to allow additional time for further discussion of the DADU ordinance. No public comments were received.</p> <p>Zack Jensen of the Gunnison Valley Fire Department explained the Urban Wildland Interface House Bill and noted that no areas within Mayfield currently contain structures classified within the Urban Wildland Interface. However, he stated that the State of Utah requires the Town to adopt an ordinance adopting the Utah Wildland Urban Interface Code. He further explained that property inspections would be conducted by the fire department to evaluate defensible</p>	
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<p>Town, including building, vegetation, and defensible space requirements.</p> <p>c. Vearl Christiansen Annexation request</p> <p>i. This ordinance would allow for 2.84 acres of land to be annexed into Town at approximately 220 W 100 S, allowing for the petitioner to build a primary residence according to the parameters set by Town ordinance.</p>	<p>space to help protect structures from wildfire. These inspections would also assist the fuel mitigation requirements. No public comments were received regarding this matter.</p> <p>Mayor Anderson explained that the required public notices had been sent and that the deadline to protest the annexation had expired. He noted that the annexation plat, consisting of 2.84 acres, was available for public inspection. Mayor Anderson also referenced a letter submitted to the Town by Keith Larsen after the protest period and clarified the distinction between Town responsibilities and property owner responsibilities. Not public comments were received regarding this matter.</p> <p>Public Hearing adjourned at 6:59 PM</p>	<p>Motion: Keston Second: Jack Vote: Unanimous 'Aye'</p>
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Agenda Items

Discussion

Vote


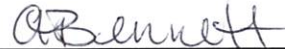
<p>2. Public Comments</p> <p>a. Time set aside for the council to receive public comments on matters not listed on the agenda- See Notes</p>	<p>No Public comments received.</p>	
<p>3. Discussion and Action Items</p> <p>a. Discussion and possible approval of incentive for paperless billing</p> <p>b. Approval of 2026 Town Council meeting schedule</p>	<p>Krista requested that a \$1.00 incentive be offered to residents who receive their utility bills by email rather than by mail, noting that it costs \$1.06 per month to mail a bill. Mayor Anderson stated that residents should be required to request emailed billing in writing. Travis recommended either offering no incentive or approving an incentive with an expiration date. A motion was made to approve a \$1.00 discount for emailed bills, with the incentive set to expire after three months.</p> <p>Amanda presented the proposed schedule for the 2026 meetings. Travis explained the inclusion of a work meeting to be held prior to the regular council meetings. A motion was made to approve the 2026 Council</p>	<p>Motion: Keston Second: Jack Vote: Unanimous 'Aye'</p> <p>Motion: Jack Second: Keston Vote: Unanimous 'Aye'</p>

<p>c. Adoption of Ordinance 2025-6 Enacting RAP Tax</p> <p>d. Adoption of Ordinance 2025-7 Utah Wildland Urban Interface Ordinance</p> <p>e. Discussion of updates to dog ordinance</p>	<p>meeting schedule, with work meetings held on the first Wednesday of each month and regular meetings held on the second Wednesday of each month.</p> <p>Ordinance 2025- Enacting RAP Tax is read into the record. Motion to approve the ordinance with no changes was made.</p> <p>Ordinance 2025-7 UWI Ordinance is read into the record. Motion to approve the ordinance with no changes was made.</p> <p>Amanda explained the need to update the Town's dog ordinance. The Council tabled the matter to the next work meeting.</p>	<p>Motion: Keston Second: Jack Vote: Unanimous 'Aye'</p> <p>Motion: Jack Second: Keston Vote: Unanimous 'Aye'</p>
<p>4. Council Business</p> <p>a. Department Reports</p> <p> i. Review and approval of Claims- Invoices from the register dated 11/13/25 thru 12/10/25</p> <p> ii. Review and approval of Minutes- Regular meeting minutes from November and Canvass of Election minutes</p> <p> iii. Upcoming Calendar Items:</p> <p> 1. Town Christmas Activity- December 18th</p> <p>b. Mayor Anderson-</p>	<p>The bills from invoice register dated November 13 thru December 10 are reviewed. A motion to approve payment of those claims was made.</p> <p>Minutes from November 12 regular meeting and November 18 canvass of election were reviewed. Motion to approve both minutes was made with no corrections.</p> <p>Amanda announced that the Town Christmas Activity will be held on December 18 and thanked the 2025 Christmas Committee, comprised of dedicated community volunteers. She also informed those present that the next meeting will be held on January 7 at 7:00 p.m., which will include a meet-and-greet with the newly elected Mayor and Council, followed by their swearing-in.</p>	<p>Motion: Jack Second: Keston Roll Call Vote: Unanimous 'Aye'</p> <p>Motion: Jack Second: Keston Vote: Unanimous 'Aye'</p>

5. Unfinished Business	Mayor Anderson explained that he received a letter from the Sanpete County Commissioners requesting his signature on a letter of support for their UDOT TAP Grant application.	
6. Adjourn	Motion to adjourn made at 7:51 PM	Motion: Jack Second: Keston Vote: Unanimous 'Aye'

Minutes Approval

Date: 01-14-2026

By: , Mayor Attest: , Recorder

