

Fountain Green City Council Meeting Minutes

Date: December 18, 2025

Location: Fountain Green City Hall

Time: 7:00 PM

Attendance: Council Members Kerry Farnsworth, Rod Hansen, Kim Johnson, and Jacob Littlefield. Excusing Alyson Strait.

Presiding: Mayor Mark Coombs

Prayer: Mayor Mark Coombs

Pledge

Call to Order & Public Comment.

The meeting was called to order. The Mayor asked for any public comments. No public comments were offered.

1. Approval of Minutes.

Motion: Approve the November 20, 2025 Public Hearing Minutes.

Motioned by: Rod Hansen

Seconded by: Jacob Littlefield

Vote: Kerry – Yes; Rod – Yes; Kim – Yes; Jacob – Yes.

Motion passed.

Motion: Approve the November 20, 2025 City Council Meeting Minutes.

Motioned by: Kerry Farnsworth

Seconded by: Rod Hansen

Vote: Jacob – Yes; Kim – Yes; Rod – Yes; Kerry – Yes.

Motion passed.

2. R6 Updates.

Shay provided updates and training information:

- An account has been created in the Utah Project Portal for entering CIB and Utah Water Infrastructure Plan (UWIP) projects. A new account will be set up for the incoming Mayor as well.
- **UWIP Deadline:** December 31st. Projects entered after that date move to the next program year. Required for Division of Drinking Water funding.
- **CIB Application Window:** Opens January 1st and closes May 1st. Shay will assist the city with project input and training.
- The city plans to enter the **sewer screening device** to the UWIP list before December 31 for eligibility.
- Council discussed working with Shay to input the project and potentially conduct a video or in-person working session next week.

Grant Updates & Programs:

- Outdoor Recreation Grants open in January and close in March, including the CPR (Community Parks and Recreation) Program.
- CPR projects are more competitive when they include multiple components, strong community support, and financial match.
- Shay described successful examples and offered to assist with application preparation and administration.
- Decisions for Outdoor Rec grants typically come in summer; construction usually occurs the following year.
- Shay will attend the **January 22 meeting** to present OPMA information and provide newly elected official training (approx. 20 minutes).

Regional Growth Summit:

- Scheduled for May in Richfield. Topics may include truth-in-taxation and land-use education.

3. Sewer Screening Device Discussion.

Rod summarized concerns and outstanding questions regarding the sewer screening device:

- The device is critical to extending lagoon life and removing non-biodegradable materials.
- The impact fee adopted last month did **not** include costs for the screening device.
- Estimated cost for the screening device: **\$987,750**, which equates to ~\$1,470 per existing hookup.
- Council must determine how to equitably apply this cost to all system users.
- Preliminary estimates suggest roughly \$12.25/month over 10 years, or approximately \$6/month over 20 years.
- Additional unanswered items include:
 - Clarification on the need for **25 acres** for an additional lagoon cell (what portion is lagoon vs. buffer).
 - Clarification on “adding a fourth cell” since four lagoons already exist.
- Rod emphasized the project is not complete and requires further review.

Funding Discussion:

- This project should be the **top priority** for the CIB funding list.
- CIB currently provides **loans**, not major grants, though low-interest loans are possible. Future grant availability may depend on Uintah Basin revenues.
- CDBG funding is **not recommended** due to the Build America/Buy America thresholds and cost inflation for large projects.
- CDBG might be viable for **land acquisition only**; such acquisitions do not typically trigger federal requirements for the full project.

Technology Discussion:

- The recommended screening device is a **rotary-style automatic system** with an auger for solids removal.
- Similar systems in Gunnison and Salina have been reviewed. Their primary feedback:
 - They would prefer a slightly larger building and better ventilation due to corrosion issues.
 - Maintenance includes periodic removal of solids.
- Council members may coordinate site visits to review these facilities.

4. Public Hearings.

Council discussed future scheduling and requirements for upcoming public hearings.

Rod reported that following the recent public hearing and subsequent council action taken in the same evening, several residents contacted him with questions. He expressed concern that members of the public may not have sufficient time to review information or participate due to the timing of hearings at 6:00 p.m. and the community's commuting schedules.

Rod suggested the council consider adopting a process similar to the state's truth-in-taxation model, where action cannot be taken during the same meeting as a public hearing. He noted this could allow additional time for council clarification, improved citizen involvement, and more opportunity for questions to be addressed before a vote.

Council discussion included:

- The state change was implemented largely in response to issues with school district hearings held shortly before voting meetings. In one instance, hundreds of residents arrived for the voting meeting after missing the earlier hearing.
- Some matters heard through Planning & Zoning cannot follow the same delayed-action process because their public hearings are held one week prior and are already separate from the council meeting.
- Councilmembers noted that whether to delay action often depends on the complexity or public interest surrounding the topic. Items generating substantial engagement can be tabled and moved to the next agenda as needed.
- Shay observed that many communities handle this either by voting the same night or by postponing to the next meeting. From his experience, residents rarely attend subsequent meetings if no second public hearing is held.
- Shay added that if the goal is continued public participation, a second hearing may be necessary; if the goal is additional council deliberation time, simply tabling to the next meeting is effective.
- General sentiment acknowledged that local attendance is typically low and that complaints often arise after the fact despite proper noticing.

No action was taken; the discussion will continue as needed.

5. Library Report.

Taryn provided updates:

Santa's Cozy Corner Event:

Scheduled for Monday from 7:00–8:30 p.m. The library invited families and welcomed volunteers, including council members,

to assist with short reading shifts for children.

Patron Audit:

A required three-year audit was completed:

- Previous patron count: 602
 - After removing inactive accounts: 256 active patrons
- Library staff plan to increase patron engagement through programs such as the winter reading challenge and the upcoming availability of digital resources.

Certification & E-Book Access:

- The library is working toward state certification, which will allow patrons access to Libby and participation in statewide lending systems.
- Certification will also allow collaboration with Central Utah libraries (Ephraim, Manti, Mount Pleasant, and Fairview), enabling patrons to borrow and return books across systems without additional card fees.

Library System Software Update:

- Current system: TinyCat (\$300 annually), but not compatible with state requirements.
- Recommended system: Koha with Aspen, costing approximately **\$1,000 annually**.
- Startup costs apply when notified to the state; however, the state may cover bibliographic import fees when titles are not available from partner libraries.
- The library holds approximately 10,000 books.
- Council advised reviewing the remaining budget and bringing a funding proposal—likely in February—if the \$1,000 is needed before July 1.

Library Director's Upcoming Surgery:

The director will undergo major surgery on **January 16** and will be unable to attend the January council meeting physically.

- The January meeting has been moved to **January 22**.
 - Options discussed included submitting a written report, having another staff member present information, or attending via Zoom.
- Council expressed support for whichever method is most practical for the director's recovery.

Additional Notes:

- The certification process and system upgrade remain high priorities to restore Libby access, which continues to be a frequent patron request.
- Director will continue preparing required information for upcoming meetings.

Council thanked the Library Director for her work.

6. Fire Department Report.

Todd reported that **seven individuals** will be enrolling in an EMT course over the next four months. The course is a significant commitment, requiring classes twice a week and some Saturdays. Most participants intend to pursue wildland fire response, and after receiving their EMT certification, they will be eligible for **Wildland EMT Certification**.

Todd then updated the Council on the **Wildland Urban Interface (WUI) Code** that the state is requiring communities to adopt. He noted:

- One incoming councilmember attempted to read the code but found it dense and difficult to get through.
- The designated WUI areas for the city include:
 - A small area northeast of town, though it is mostly a hill with an existing fire break.
 - The zone between **Center Street and First South**, and **First South to Third South**, which the state has identified as the primary “hot spots.”
- These areas are largely vacant fields or native vegetation, including property owned by Evan Jacobson, and are classified as wildland because they are unimproved.

Todd commented that the community generally has irrigated farmland and pastures that act as natural buffers from true wildland areas.

He reported that Gunnison adopted the state-requested code as written, and that the city’s responsibility would simply be for the mayor to sign the ordinance and for the city to submit it to the county fire warden.

Discussion on Process and Public Hearing

Todd asked whether the city must hold a public hearing to adopt the WUI ordinance.

- Staff reviewed the requirement and noted it is **mixed** across communities.
- Some cities have held hearings; others have not.
- The statute does not clearly require a public hearing unless the ordinance is considered a **land use regulation**.
- If treated as a land use regulation, the public hearing should occur at the **Planning Commission** level rather than at the City Council.

Gunnison and Sterling were noted as examples: Gunnison did not hold a hearing; Sterling did.

The county fire warden has stated that the city will not be penalized for missing the deadline as long as efforts are underway.

Next Steps:

Todd requested that the ordinance be placed on an upcoming agenda for a public hearing.

Council advised:

- If a public hearing is desired, it should occur before the **Planning and Zoning Commission**, not the City Council.
- Todd should contact **Planning Commission Chair Mark Woods** to coordinate the hearing date and procedures.
- The Planning Commission can include the WUI ordinance on its next agenda along with any other public hearing items.
- The Commission will then forward its recommendation to the City Council for the **January 22** meeting.
- Todd will bring examples of adopted ordinances from Gunnison and other communities.
- A fire department representative should attend the Planning Commission public hearing to answer questions.

Todd agreed and will coordinate with Mark Woods.

Food Truck Update:

Todd reported that attendance at the food distribution event was **17**, slightly lower than usual. Attendance has also reportedly been down at the food bank. The distribution will be open until 3:00 p.m. next Wednesday.

The event schedule changed this month, occurring one week earlier than normal; staff will ensure the updated schedule is included in upcoming newsletters. Beginning in January, for the next **10 months**, the distribution will return to the regular **fourth Thursday** schedule.

Todd noted that partners enjoy bringing the event to Fountain Green due to good turnout and the convenience of parking at the fire station, especially in winter.

Council thanked Todd for the update.

7. Planning Commission Report.

Jacob reported that the Planning Commission discussed a **lot split** and reviewed **five building permits**.

He then presented a recommendation regarding an application from **Lamb Day Committee Chair Jerime Ivory** to place a **Conex storage container** (8' × 40', 320 sq ft) on city-owned property located at **100 North and 200 West**.

8. Planning Commission Recommendation.

The official letter of recommendation stated:

- The property is located in the Public Facilities Zone and is not within the FEMA Special Flood Hazard Area.
- Although the City Council approved the placement in October, the City Citizens' Guide requires a **notarized letter of permission** when the applicant does not own the property.
- Planning Commission Chair Mark Woods requested verification of the official applicant's name.
- Public Works Supervisor Curt Nielsen provided a plot map and setbacks:
 - 25 feet (front and east) – meets minimum
 - 6 feet (rear and north) – meets minimum
 - 91 feet (south) – exceeds minimum
 - 184 feet (west) – exceeds minimum

Planning Commission –

Motion: To recommend approval for placement of the Conex container as described.

Motion by: Curt Lund

Second by: Roger Aagard

Vote: Unanimous in favor (Aagard, Woods, Brown, Jenkins, Beagley, Lund).

Motion passed.

Council Discussion:

- A notarized letter of permission will be provided to the applicant:
- Jeremy asked about debris piles at the site; staff confirmed the area would be cleaned up.
- Jeremy asked whether he may level the area for a small pad. Staff confirmed the ground is solid road base and leveling is acceptable.
- The timeline for site preparation is flexible; staff anticipate completion by the end of the month or early next month.

Jerime thanked the Council for allowing the container placement.

9. Maintenance Shed.

- No bids received yet.
- David Bradley reported plans will be provided tomorrow; he has been delayed due to other work commitments.
- Council agreed to **table discussion until next month**.
- Curt and Rod will work on obtaining quotes from at least three builders before the next meeting.

10. City Report.

- **Weather:** No snow yet; plowing not currently needed. Rain expected around Christmas.
- **Equipment:**
 - ATV converted to plow use and staged at the shop.
 - Heat tape will be turned on at both the city office and the dance hall when snow approaches.
- **Water & Utilities:**
 - Monthly reads completed.
 - New meters arrived; three temporary jumpers replaced and accounts established.
 - Monthly samples completed.
- **Decorations:** Christmas decorations installed early; no complaints received.
- **Cemetery:**
 - Three burials in the past three weeks, including one over Thanksgiving weekend.
 - Two new headstones installed.
 - Three gophers removed; no new signs of activity.
- **Buildings/Facilities:**
 - Theater doors re-keyed; keys match dance hall; additional keys made due to high usage.
 - Dance hall door repair: Roger Huffman will complete the repair for approx. \$150 after the first of the year, as the door will need to be removed and boarded up temporarily.
- **Planning & Zoning / Setbacks:**
 - Seven setbacks completed in the last month.
 - Numerous inquiries regarding impact fees due to upcoming increases.
 - Clarification discussed regarding impact fees for existing but unmetered connections—treated as abandoned lines requiring reconnection fees.
- **Safe Routes to School Project:**
 - Two meetings held with Jones & DeMille on alignment options. Several adjustments needed.
 - Coordination ongoing with the school regarding relocation of the fence near the solar panels; fence lies on city right-of-way and will be moved to accommodate sidewalk alignment.
 - Possible relocation of the mechanical bull pad depending on sidewalk placement on the west side.
- **New Public Works Truck:**
 - Delivered and now stored in the shop.
 - Old truck stripped and ready for sale.
 - Six Star (Spanish Fork) will move the light bar; truck is pre-wired, making installation easier.
- **City Building Back Door:**
 - Recurring issue with stripped screws due to aluminum frame.
 - Council recommended contacting a storefront glass company for a permanent repair rather than continuing temporary fixes.
 - Curt will call A-Z Glass for evaluation and recommendations.

11. City Bills.

- Discussion regarding the following items:
 - **Open invoice listing:** Request for brief written descriptions on invoices for clarity.
 - **Cell tower revenue:** First payment appeared higher due to initial adjustments; future monthly payments expected to be around \$1,400 until additional carriers are added.
 - **Court fines budget:** Budgeted amount of \$20,000 likely too high since traffic enforcement has decreased; maybe adjusted in budget amendment.
 - **Sale of fire station proceeds:** Confirmed funds are correctly held; may be transferred to PTIF for project tracking.
 - **Cemetery opening/closing revenue:** Significantly higher than budgeted due to increased burials, including non-residents.
 - **Centracom billing:** Speed upgrades completed; billing issue expected to be resolved next month.
 - **Rocky Mountain Power:** Higher bill due to season and late arrival of Lamb Day charge.
 - **Old fire station power:** Should have been removed; Michelle will contact Rocky Mountain Power.
 -

Motion: Pay The City Bills.

Motioned by: Kerry Farnsworth

Seconded by: Jacob Littlefield

Vote: Kerry – Yes, Rod – Yes, Kim – Yes, Jacob – Yes.

Motioned passed.

12. MISCELLANEOUS.

Council Member Reports –

Kerry:

No items to report.

Michelle:

- January City Council meeting will be moved to **January 22nd**.
- Council discussed whether the required OPMA and elected-official training with Shay should occur before the meeting or within it. Consensus: **Training will begin at 6:30 p.m.** prior to the council meeting. Michelle will notify Shay of the schedule.

Rod:

- Suggested the city solicit quotes from engineering firms in the region to ensure the city is receiving the best value for ongoing and future projects.
Noted that Sunrise Engineering is handling the Cemetery Bridge Project and that Jones & DeMille has been the primary engineering provider for at least eight years.
Council agreed it is prudent to periodically compare costs and services.

Aquifer Recharge Project:

- Rod requested an update on the aquifer recharge project.
- Mayor reported:
 - The Division of Water Rights issued notification letters.
 - The irrigation company filed a protest, claiming the city would “steal their water.”
 - It is not unusual—they protest most filings.
 - The decision will either proceed to a hearing or the Division may side with the city without a hearing.
 - Hearings typically take place in January or February and may occur in Richfield or via Zoom.
- Mayor noted dissatisfaction that Jones & DeMille exhausted the project funds with no deliverables yet and intends to speak with Gary.

Pickleball Court Project:

- City is waiting for the contractor’s recommendation regarding whether to delay concrete work until spring.
- Certification for the contractor is still pending.
- Weather appears mild, but decision will be based on the contractor’s input.
- Discussed replacing the remaining older concrete section to create uniform elevation.
- Mayor will work with staff to identify funding and potentially complete both pours at the same time.

Kim:

No items to report.

Jacob:

No items to report.

Mayor’s Items

- Requested all departments submit information for the **January–March newsletter**.
- Noted that this edition will likely be **mailed** due to the need for expanded information, including reminders on proper sewer system use and what not to flush.
- **City Party:**
 - Scheduled for **January 6th at 7:00 p.m.**

- Invitations issued to all city employees, library staff, and Planning & Zoning members.
- Approximately 50 attendees confirmed so far.
- **Audit Report:**
 - Annual audit completed the first week of December.
 - Three findings:
 1. One line item exceeded its budget by \$40 (clerical oversight).
 2. Council will now receive a **monthly full budget report** beginning January (previously quarterly).
 3. January 2025 minutes had not been uploaded to the state website; will be corrected.
 - Auditors felt the city is in excellent financial condition for its size, with strong internal organization.
 - Legal review from city attorneys is also complete.
- **Fund Balance:**
 - The city exceeded the 35% maximum allowed by state law because a scheduled transfer to dedicated funds was not completed before the audit year closed.
 - Issue is minor and easily corrected in the new year.
- The Mayor thanked outgoing council members **Rod** (8 years) and **Alyson** (4 years) for their service, noting significant contributions to city operations and stability.
- Rod expressed appreciation for the Mayor's leadership.
- Mayor noted the continued increase in state mandates on municipalities and thanked the incoming council for their willingness to serve.

13. Closed Session.

Motion: Move into a Closed Session to discuss Personnel and Real Property.

Motioned by Kerry Farnsworth

Seconded by Jacob Littlefield.

Vote: Jacob – Yes; Kim – Yes; Rod – Yes; Kerry – Yes; Alyson – Yes.

Motion passed.

Motion: Adjourn the Closed Session and Return to the General Session.


Motioned by: Alyson Strait

Seconded by: Rod Hansen

Vote: Jacob – Yes; Kim – Yes; Rod – Yes; Alyson – Yes; Kerry – Yes.

Motion passed.

Meeting Adjourns at 9:45 p.m.


Michelle Walker, City Recorder

