

Town of Laketown  
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Mayor Brandon Willis  
Town Council Members:  
Burdette Weston  
Kris Hodges  
Denise Johnson  
Kirsten Gash

**Laketown Town Council  
Meeting Minutes  
January 7, 2026  
Laketown City Office  
10 North 200 East Laketown, Utah**

**1. SWEARING IN OF NEW MAYOR AND TOWN COUNCIL MEMBERS**

**Time: 6:00 PM**

The Town Clerk, Lisa Johnson swore in the newly elected Mayor and Town Council members: Brandon Willis (Mayor), Burdette Weston (Town Council), Denise Johnson (Town Council) and Kirsten Gash (Town Council)

**2. CALL TO ORDER**

The Laketown Town Council held their regularly scheduled meeting on Wednesday, January 7, 2026. This meeting was held at the Laketown City Office Building, located at 10 North 200 East, Laketown, Utah. Mayor Brandon Willis welcomed those in attendance and called the meeting to order at 6:07 PM.

**Town Council Present:**

Mayor Brandon Willis  
Council Member Burdette Weston  
Council Member Kris Hodges  
Council Member Kirsten Gash  
Council Member Denise Johnson

**Others Present:**

|               |                |                        |
|---------------|----------------|------------------------|
| Tyler Hunter  | Dennis Hodges  | Patty (via zoom)       |
| Jeff Brimhall | Rick Larsen    | Lois Schupe (via zoom) |
| Dan Stringham | Duane Robinson | Heidi (via zoom)       |
| Thad Willis   | Eric Wamsley   | Forakus (via zoom)     |

**3. OPENING CEREMONY**

CM Weston conducted the opening ceremony and CM Johnson led the pledge of allegiance

**4. ROLL CALL**

Brandon Willis  
Burdette Weston  
Kirsten Gash  
Denise Johnson  
Kris Hodges  
Lisa Johnson



**5. APPROVAL OF AGENDA**

Mayor Willis asked for motion to approve the agenda. CM Weston made the motion and was seconded by CM Hodges. The motion carried unanimously.

**6. APPROVAL OF PRIOR MEETING MINUTES**

Mayor Willis asked for a motion to approve December 3, 2025, Town Council Meeting minutes. CM Hodges made the motion and was seconded by CM Weston. The motion carried unanimously.

**7. BUDGET REVIEW**

Budget was explained to the new council members. Budget was reviewed by Town Council. No questions or comments.

**8. APPROVAL OF BILLS**

December bills & payments were passed around for the Council's review and initials. Mayor Willis asked for motion to approve the December bills. CM Johnson made the motion and was seconded by CM Gash. The motion carried unanimously.

**9. UPDATES FROM CLERK'S OFFICE (Lisa)**

- A. Office will be closed January 19, 2025 (Martin Luther King Day)
- B. New Office hours  
Monday and Wednesday 9 AM – 2 PM
- C. Town dumpster overflowing  
Roll of carpet left on the ground needs to be picked up and placed into the dumpster. Lisa reported the carpet was too heavy for her to lift into the dumpster.  
Excessive garbage left over the holidays, dumpsters overflowing
- D. Building Permit Report  
No building permits issued in December
- E. Continued dot gov transition  
Go Daddy has finally resolved the issue of why the website was showing up as a not secure site  
Council members need to make sure their dot gov emails are working.
- F. Updating the current town website and cost  
The cost to update the website was presented from Kite and go daddy.  
Discussion from council on why the website needs to be updated  
Mayor Willis asked for a motion to approve the use of Go Daddy and authorized up to \$3500 for updates to the town's website. CM Weston made the motion and was seconded by CM Hodges.  
The motion carried unanimously.

**10. TOWN COUNCIL ETHICS PLEDGE**

Lisa read the town Ethics Pledge. The Pledge was signed by each council member and mayor and was submitted to the Town Clerk.

**11. TOWN COUNCIL FINANCIAL PLEDGE**

The Mayor and each Town Council member completed the conflict-of-interest disclosure form and submitted it to the Town Clerk.



**TIME: 6:47 PM**

**The Town Council will not begin discussion on the following agenda items before 6:30 PM**

**12. QUESTIONS AND COMMENTS FOR MAYOR AND COUNCIL:**

*Any person wishing to comment on any item, not otherwise on the agenda, may address the town council at this point by addressing the mayor and town council and giving his or her name and address for the record. Comments should be limited to not more than three (3) minutes, unless additional time is authorized by the mayor. Citizen groups will be asked to appoint a spokesperson. This is the time and place for any person who wishes to comment on non-agenda items. Some items brought forward to the attention of the town council will be turned over to the clerk to provide a response outside of the town council meeting.*

No Comments

**13. PLANNING & ZONING COMMISSION - Chairman Duane Robinson**

Duane will be arriving late to meeting so his report was pushed to later in the meeting

**14. ITEMS OF BUSINESS**

**A. Cache Valley Bank – Authorized check signatures**

Mayor Willis asked for a motion to approve the following individuals as authorized signatures on the Cache Valley Bank accounts: Brandon Willis, Burdette Weston, Denise Johnson, Kris (Kristen) Hodges, and Lisa Johnson. The motion was made by CM Weston and seconded by CM Johnson. Motion passed unanimously.

**B. Mayor Willis - Assign Council Member to Reconcile Bank Statements**

Mayor Willis asked for a motion to approve Kirsten Gash as the council member who will reconcile the town bank statements. The motion was made by CM Hodges and seconded by CM Weston. The motion passed unanimously.

**C. TRT Grant Approval – Park Bowery and Restrooms**

further discussion on the park bowery and restroom improvements will be discussed later in the meeting with CM Denise Johnson – Parks

The meeting was paused at 6:58 PM to hold the Public Hearings

The meeting resumed at 7:42 PM

Mayor Willis asked for a Roll Call:

Brandon Willis

Burdette Weston

Kirsten Gash

Denise Johnson

Kris Hodges

Lisa Johnson

Duane Robinson presented his report from the Planning and Zoning commission

Six Items that are needed for a minor subdivision application 1) 3 Platt Maps, 2) septic feasibility letter from Bear River Health 3) survey pins with all corners marked visibly, 4) Title Company note 5) drawing showing current water



hook ups, adjoining wells and other information required for a major subdivision and 6) fees paid. Jon will make up an application form with these check list items

Mayor Willis presented a check list to Duane for P&Z to review and use when a public hearing is held  
Mayor Willis presented a list and schedule of land use ordinance that the council will be discussing in the future that he would like P&Z to be discussed and present recommendations to the Council.  
Duane asked for clarification if Jolly's can proceed with their Minor Subdivision. P&Z can proceed with the Jolly minor subdivision since they have met all necessary requirements. Fee is \$200

**D.** Update Consolidated fee schedule wording under Planning and Zoning: lot split: fee \$200, change lot split to minor subdivision.  
Mayor Willis asked for a motion to approve the changing of the wording in the consolidated fee schedule from lot split to minor subdivision. The motion was made by CM Weston and seconded by CM Hodges. The motion passed unanimously.

**E.** Discussion and possible vote on new ordinance: water impact fees, fee instead of turning over a water share, and drilling wells within city limits  
Council members each presented their thoughts on the above-mentioned matters. The drilling of culinary wells within city limits and the impact it has on the town's current water supply was heavily discussed. Mayor Willis read a statement he received from Patrick Floyd, requesting a compromise on water policies to make them more affordable for families.  
Also commented during this discussion was Jeff Brimhall and Dan Stringham

**F.** Update language for minor subdivisions  
Mayor Willis asked for a motion to approve Ordinance 2025-09 amending the minor subdivision regulations as presented. The motion was made by CM Hodges and seconded by CM Johnson. The motion passed unanimously.

**G.** Discussion on Special Event Permit (Mayor Willis)  
Discussion continued until next month's meeting  
ACTION ITEM: (Lisa) check into Temporary Mass Gathering permit through the Bear River Health Department

Meeting paused at 9:50 PM, camera stopped working, just needed to be plugged in  
Meeting resumed at 9:53 PM

Mayor Willis assigned council members to be over each of the following:

Burdet Weston: Water System

Kirsten Gash: Roads & Streets

Denise Johnson: Park

Kris Hodges: Rodeo & Arena

Mayor Willis asked for someone to be the liaison with P&Z and attend their meetings. CM Hodges and CM Johnson agreed to share this responsibility.

#### 15. COUNCIL BUSINESS:

- Water Updates – **Burdette Weston**  
Nothing to report  
Lisa reported that all delinquent bills had been paid



- Roads & Streets Updates – **Kirsten Gash**  
No report
- Park & Recreation Updates - **Denise Johnson**  
The town was approved for the TRT Grant on the park bathroom and pavilion improvements. Denise will start working with contractor on this project. Lisa will need to block out any reservation of the park during construction.
- Rodeo & Arena Updates - **Kris Hodges**  
CM Hodges reported she will investigate improving the crow's nest and stock pens at the rodeo arena, hopes to have more information at next meeting.

**16. MAYOR'S REPORT:**

- Bear Lake Regional Commission Report  
CM Weston will continue to represent Laketown on this board for now, until the Regional Commission updates it current members.  
They had no meeting in December
- Any additional Town Business  
CM Weston turned over the town's keys to Mayor Willis
- Town Council & Planning & Zoning training from Utah Property Right Ombudsman  
Action Item (Mayor Weston): will investigate options on this training and what is available for the council  
Action Item (Lisa): agenda item for next month

**17. EXECUTIVE SESSION (if needed)**

No executive session was held

**18. ADJOURN**

Mayor Weston asked for a motion to adjourn. CM Hodges made a motion to adjourn seconded by CM Gash. Motion carried unanimously. The meeting adjourned at 10:11 PM.