



153 North 100 East
Lehi, UT 84043
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Minutes of the **Work Session** of the **Lehi City Council** held **January 6, 2025** at Lehi City in the Council Chamber, 153 N 100 E. Lehi, UT.

Members Present: Paul Binns, Mayor
Rachel Freeman, Council Member
James Harrison, Council Member
Emily Lockhart, Councilmember
Heather Newall, Council Member
Michelle Stallings, Council Member

Others Present: Jason Walker, City Administrator; Kim Struthers, Community Development Director; Lorin Powell, City Engineer; Ryan Wood, City Attorney; and Teisha Wilson, City Recorder.

1) **Welcome and Opening Comment**

Mayor Binns welcomed everyone and noted that all Councilmembers were present. Councilor Freeman gave the opening comment.

2) **Select a Mayor Pro Tempore**

Councilor Lockhart nominated Councilor Stallings to serve as Mayor Pro Tempore

Roll Call Vote: YES: Rachel Freeman, James Harrison, Emily Lockhart, Heather Newall, and Michelle Stallings. The nomination was approved unanimously.

3) **Discussion of the 2026 City Council Meeting Schedule and Agendas**

The council discussed how to structure the 2026 meeting schedule, focusing on adding more work sessions for a new council while being sensitive to work schedules. Concerns were raised about Thursday work sessions conflicting with Planning Commission duties. Councilor Stallings opposed combining work sessions and regular sessions on the same Tuesday due to decision fatigue, and emphasized that work sessions should be deeper, proactive discussions (e.g., budget, master plans), not just pre-council prep. Another idea was to hold meetings only the 2nd and 4th weeks of the month, or to hold meetings every Tuesday.

The mayor concluded by taking the feedback under advisement and committed to refine a proposed 2026 schedule for council review.

4) Presentation and Review of Rules of Order and Procedure, Lehi Municipal Code 1-6-3-1

Teisha Wilson, City Recorder reviewed the rules of order and procedure from city code and Robert’s Rules, stressing that they exist to keep meetings orderly and efficient and that minor deviations don’t invalidate actions. She outlined the standard process for items (motion, second, discussion/amendments, then roll-call vote on every item), and advised using “postpone” instead of “table” when the council intends to see an item again. The code of conduct section emphasized the mayor’s role as chair (voting only in a tie), that no single member speaks for the body without its consent, and that all remarks must stay on topic and avoid personal attacks. Public decorum expectations (no shouting, clapping, or signs; disruptive behavior can lead to removal and possibly a Class B misdemeanor) were reviewed, along with how agendas are set/changed and how electronic participation is allowed if members can fully hear, speak, and vote. Council questions focused on managing public comment time, distinguish postpone vs. table, and adding items to the agenda.

5) Presentation and Review of Annual Requirements Related to Ethics and Conflict of Interest

Teisha presented the Municipal Officers’ and Employees’ Ethics Act and related city requirements, explaining that officials must not use their positions for personal or financial gain and must avoid actions that create conflicts between private interests and public duties. She reviewed the new annual financial disclosure requirement (forms due Jan 1–31 each year, filed with her and posted on the website). Ryan Wood, City Attorney, informed the Council that larger or questionable gifts can lead to criminal charges. They covered when officials must disclose conflicts in meetings, when they must recuse from discussion and voting, and that in some cases even leaving the room may be appropriate.

Ryan emphasized that voting or influencing decisions that clearly benefit you or your family can trigger serious penalties, up to a second-degree felony under the Ethics Act. They also clarified that meeting with developers or residents is allowed but may be disclosed on the record, and that the focus of decision-making must be facts, law, and policy—not personal relationships or pressure. The session ended with a reminder to consult Ryan in advance whenever there is doubt, and that further Open and Public Meetings Act training will follow.

The Council recessed at approximately 5:35 p.m.
The Meeting resumed at approximately 6:00 p.m.

6) Oath of Office Administered to Mayor Paul Binns, Councilor James Harrison, and Councilor Rachel Freeman

Teisha Wilson, City Recorder, administered the oath of office.

7) Adjournment

With no further business to come before the Council, the meeting adjourned at approximately 6:10 p.m.

Approved: January 27, 2026

/s/ Teisha Wilson, City Recorder