

Rockville Town Council Special Meeting
Rockville Town Hall
January 7, 2026
5:00 pm

1. **CALL TO ORDER-ROLL CALL:** Mayor Leach called the meeting to order at 5:00 p.m. The following Town Council members were present: Andy Estratis, Robin Smith, Megan Honer-Orton, Jeff Ballard and Mayor Pam Leach. Town Clerk Shelley Cox recorded the meeting.
2. **PLEDGE OF ALLEGIANCE:** Mayor Leach led the Pledge of Allegiance.
3. **SWEARING IN OF NEW COUNCIL MEMBERS:** Clerk Cox administered the Oath of Office to Council members Jeff Ballard and (Eleferios Andrew Efstratis) goes by Andy Efstratis. Clerk Cox then administered the Oath of Office to Mayor Pam Leach. Mayor Leach welcomed Andy Efstratis to the Council.

Administrative Action Items-

4. **DISCUSSION AND ACTION ON THE EAGLE CRAGS ROAD FRONTAGE FOR JACOB ANDERSEN BUILDING PERMIT:** Mayor Leach reminded the Council of the discussion and action on the Eagle Craggs Road frontage for Jacob Anderson building permit on parcel #R-1308-D, on South Mesa. At the Council meeting on September 10th, 2025, it was discussed and determined that Jacob Anderson's building permit application for a home on his parcel did not provide required frontage on the acknowledged public use road, known as Eagle Craggs Road. She said a motion was made at that meeting and carried unanimously that there was not proper frontage as required by the Building Permit Application and our Land Use Code. Now upon further information and the additional information from the Fire District that has to do with the road requirements, if the property owner meets any and all road requirements indicated by the Hurricane Valley Fire Service District Fire Marshal and the International Fire Code, as well as obtaining any easements from the underlying land owner of where that road lies, in order to widen and improve the road as the Fire District may require, she feels that he would likely have his required frontage met. Mayor Leach asked if there was any discussion, any thoughts, comments by anyone? The Council agreed with Mayor Leach.

Mayor Leach **MOVED** that the Town Council rescinds its previous decision with regards to Jacob Anderson's frontage on Parcel #R-1308-D-South Mesa. Andy Efstratis **SECONDED** the motion.

VOTE on Motion:

Andy Efstratis: Aye
Robin Smith: Aye
Megan Honer-Orton: Aye
Mayor Leach: Aye
Jeff Ballard: Aye

The motion **PASSED** unanimously.

5. **DISCUSSION AND ACTION OF RESOLUTION #2026-0107-01-R TO ADOPT THE ROCKVILLE PRIVACY ACT:** Mayor Leach asked Clerk Cox to explain this Resolution and the Policy. Clerk Cox said the State of Utah is requiring each municipality to adopt a formal uniform Privacy Program Policy. This policy will address what things need to redact in a GRAMA request along with what information can be given out and when. It complies with all the State laws and will put the Town of Rockville in official compliance. This form came from the State with blanks to simply fill in. Mayor Leach said Clerk Cox handles GRAMA requests and documentation requests, she usually oversees most of the issues this policy will outline, and this is something the State wants us to adopt.

Jeff Ballard **MOVED** to adopt Resolution #2026-0107-1-R adopting the Rockville Privacy Act as provided. Robin Smith **SECONDED** the motion.

VOTE on Motion:

Andy Efstratis: Aye
Robin Smith: Aye
Megan Honer-Orton: Aye
Mayor Leach: Aye
Jeff Ballard: Aye

The motion PASSED unanimously.

6. DISCUSSION AND ACTION OF RESOLUTION #2026-0107-02-R APPOINTMENT OF A CHIEF ADMINISTRATIVE OFFICER (CAO) AND A RECORDS OFFICER FOR THE TOWN OF ROCKVILLE.

Mayor Leach said this Resolution is to formally designate who is the Chief Administrative Officer of Rockville. She said it has been herself as the Chief Administrative Officer, as the Mayor, and the Town Clerk as our Records Officer, which is Shelley Cox. This Resolution is required by the State to make us compliant with State Code. She asked if there were any questions or comments. None were made.

Megan Honer-Orton **MOVED** to adopt Resolution #2026-0107-02-R Appointment of a Chief Administrative Officer (CAO) and a Records Officer for the Town of Rockville with Mayor Leach as the Chief Administrative Officer and the Town Clerk-(Shelley D. Cox) as the Records Officer. Andy Efstratis **SECONDED** the motion.

VOTE on Motion:

Andy Efstratis: Aye
Robin Smith: Aye
Megan Honer-Orton: Aye
Mayor Leach: Aye
Jeff Ballard: Aye

The motion PASSED unanimously.

7. ADJOURN TO EXECUTIVE SESSION TO DISCUSS THE CHARACTER, PROFESSIONAL COMPETENCE OR PHYSICAL OR MENTAL HEALTH OF THE PLANNING COMMISSION APPLICANTS:

Jeff Ballard **MOVED** to adjourn into an executive session to discuss the character, professional competence or physical or mental health of the Planning Commission applicants. Robin Smith **SECONDED** the motion.

VOTE on Motion:

Andy Efstratis: Aye
Robin Smith: Aye
Megan Honer-Orton: Aye
Mayor Leach: Aye
Jeff Ballard: Aye

The motion PASSED unanimously.

Mayor Leach excused the public for this portion of the meeting.

8. RECONVENE TO PUBLIC MEETING: Jeff Ballard **MOVED** to go back into the public meeting. Robin Smith **SECONDED** the motion.

VOTE on Motion:

Andy Efstratis: Aye
Robin Smith: Aye
Megan Honer-Orton: Aye
Mayor Leach: Aye
Jeff Ballard: Aye

The motion PASSED unanimously.

During the closed session of the meeting Jacob Andersen had come into the Town Hall. Mayor Leach explained the Council was in a closed portion of the meeting and he could rejoin when the meeting was reconvened to the public. He left at that time and when the meeting was reconvened Jacob Andersen did rejoin the meeting. Mayor Leach asked to ensure we were recording again. She then explained to Mr. Andersen that the Town Council's decision from the September 10th, 2025, meeting had been rescinded and he would now need to meet all the Fire District's Codes, the Fire Marshal's requirements and so on for roads up to the South Mesa where his property is located in order to proceed with this building permit. She said since this was rescinded Jacob Andersen can now start working with the Fire Marshal in order to proceed with the building permit for a home on parcel #R-1308-D. Jacob Andersen had received a letter from the Planning Commission stating his 6-month time frame for his application would begin December 9, 2025, Planning Commission meeting. He questioned with the decision tonight being required for a portion of his application would the time frame begin from tonight's January 7, 2026 instead. As per Rockville Land Use Code an applicant has 6 months to begin working on a permit once approved or it will be null and void. Mayor Leach said the Town would change the application approval date to January 7, 2026 (today) for the 6-month time frame to begin.

Mayor Leach **MOVED** to acknowledge that the six-month period to begin his building permit application would start from this Town Council Special Meeting on January 7th, 2026. Megan Honer-Orton **SECONDED** the motion.

VOTE on Motion:

Andy Efstratis: Aye
Robin Smith: Aye
Megan Honer-Orton: Aye
Mayor Leach: Aye
Jeff Ballard: Aye

The motion PASSED unanimously.

Mayor Leach asked if any Council members had any questions or comments. No comments were made.

Jeff Ballard **MOVED** to adjourn the meeting at 5:50 pm. Robin Smith **SECONDED** the motion.

VOTE on Motion:

Andy Efstratis: Aye
Robin Smith: Aye
Megan Honer-Orton: Aye
Mayor Leach: Aye
Jeff Ballard: Aye

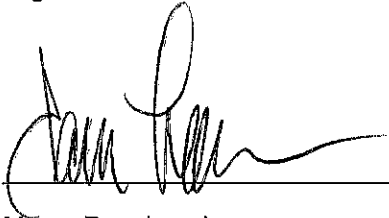
The motion PASSED unanimously.

Minutes prepared by
Shelley D. Cox
Town Clerk

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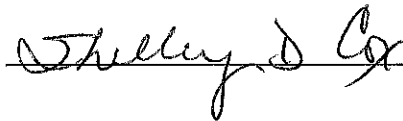
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A handwritten signature in black ink, appearing to read 'Pam Leach', written over a horizontal line.

Mayor Pam Leach

The foregoing notice was posted in the cabinet of the Rockville Town Office by Shelley D Cox at approximately 12:45 AM/PM on 2-13-26, on the Rockville website and the Utah Public Notice website. Emailed to The Spectrum 2-13-26.

A handwritten signature in black ink, appearing to read 'Shelley D Cox', written over a horizontal line.