



Dutch John Town Council Work & Business Meeting

Minutes

Wednesday, January 28, 2026 at 6:15 pm

Meeting Address: Dutch John Community Building, 530 S. Blvd., Dutch John

Public access is available electronically. See <https://dutchjohn.org/electronic-meetings> for more details.

Work Items:

1. Call to Order

Minutes:

- Work session call to order at 6:15pm

2. Attendance

Minutes:

- Town Council and Staff: Butch Johns, Harriet Dickerson, Sandy Kunkel, Amy McDonald, Rachel Albritton, Mike Harrington. Allen Parker
- Public: Peter Guinn

3. Planning and Zoning Ordinance Updates

Minutes:

- Definition of "Improved Lot" (Chapter 7):
 - The primary goal is to strip specific infrastructure requirements out of the definition and rely on Chapter 13 for those specifications.
 - The Town Council agreed to include language to temporarily grant the Town Council the sole authority to waive certain requirements for an "Improved Lot" (such as curb, gutter, and sidewalks), with a recommendation from the Planning & Zoning Commission. This is an interim solution to allow for land transfers, like for the public works yard, to proceed while the code is being permanently refined.
- Curb, Gutter, and Sidewalk Waivers (Chapter 13):
 - The council discussed proposed objective conditions for when a waiver

might be granted.

- There was a decision to update the proposed language to ensure the Town Council is clearly named as the authority to grant the waiver, replacing the previously proposed "land use authority."
- Planning Commission Ordinance Changes:
 - Proposed changes to the Planning Commission ordinance were reviewed, including:
 - Setting the size to a minimum of 3 regular members and up to 5 regular members.
 - Removing the requirement for staggered terms.
 - Defining a quorum based on the number of appointed members (2 or 3).
 - Changing the minute and record-keeping responsibility from the Town Clerk to the Secretary of the Planning and Zoning Commission, who will then submit approved minutes to the Deputy Town Clerk/Town Clerk for official records maintenance.

4. Financial Report

Minutes:

- The financial report was mentioned, noting that it had been sent out and did not contain any red flags.

5. Adjournment

Minutes:

- Work session adjourned at 6:55pm

Business Meeting, 7:00PM:

6. Call to Order / Pledge of Allegiance

Minutes:

- Regular meeting called to order at 7:00pm

7. Roll Call

Minutes:

- Town Council and Staff: Butch Johns, Harriet Dickerson, Sandy Kunkel, Amy McDonald, Rachel Albritton, Allen Parker, Michael Harrington,
- Public: Cody Ivie, Corey Auger, Curt Smith, Peter Guinn, JayDee Guymon

8. Consent Agenda

a. Minutes of meeting: January 14, 2026

Minutes:

- Minor grammar corrections were emailed prior to the meeting. No other corrections.

b. Expenditures: Voucher List

Minutes:

- Vouchers and expenditures were reviewed and accepted.

c. Business Licenses: Michael Jensen

Minutes:

- Payment not yet received as of this afternoon. Tabled until the next Town Council meeting.

d. Correspondence:

9. Committee / Staff Reports

Minutes:

Motion

- Harriet made a motion to accept the consent agenda. Amy second. All in favor.

a. Mayor's Report

b. Volunteer Fire Department

Minutes:

- JayDee Guymon: There are 12 other piles to burn for Jesse Lassley. JayDee is not comfortable burning until we get snow on the ground.
- It was asked if the signs for Green Waste should be taken down since the area should no longer be used for this. The signs are the property of the County, not the Town so they should be the ones to remove the sign(s). The town will be sending out a text message to make residents aware that the Green Waster area is being relocated.

c. Planning and Zoning

d. Building and Grounds

Minutes:

- Batteries in the backhoe are dead and will be replaced shortly.

e. Cemetery

f. Freedom Festival: July 4, 2026

Minutes:

- A few requests have come in to do the fireworks show this year. The Town will need to do a procurement bid per the financial policy.

g. America 250 Utah Celebration

10. Public Comment

Minutes:

- No public comment

11. Old Business

**a. Development Agreement between Town of Dutch John and JOMAC Holdings
- Discussion and Possible Action**

Minutes:

- The Town Council discussed and approved the development agreement with JOMAC Holdings, LLC, via resolution (read by Amy McDonald), including specific amendments:
 - Clause 16.5 was amended to specify that the 7,500 square feet of workforce housing will be apartment-style units.
 - Clause 13.2 needs updates to clarify to state that sewer infrastructure is the responsibility of Daggett County, not the Town of Dutch John.
 - Clauses 69.0 and 70.0, references to "Salt Lake Town, Utah" need to be corrected.
 - The developer confirmed the intention to adjust the conceptual layout to preserve existing well-used trails

Vote

- Butch Johns - yes
- Harriet Dickerson - yes
- Sandy Kunkel - yes
- Amy McDonald - yes
- Rachel Albritton - yes

12. New Business**a. Fill Vacant Town Council Position - Discussion and Possible Action****Minutes:**

- This item was pushed to the top of the agenda with no objections from the Council.
- Rachel Albritton was the only applicant for the open town council position.
- The oath of office was administered to Rachel Albritton, filling the vacancy.

b. Ethics Training and Conflict of Interest Forms - Discussion Only**Minutes:**

- The Council watched a 7 minute training video on Open Meetings and took a five question quiz. This training is required by all Council members.
- Members also recited the Ethics Pledge and will complete the associated conflict of interest form. Associated documents will be notarized and filed.

c. Participation Commitment with the Utah Div. of FFSL - Discussion and Possible Action**Minutes:**

- A motion was made and passed to accept the 2026 Participation and Commitment Statement with the Utah Division of Forestry Fire State

Lands to meet the program requirements.

- This years commitment in \$379 which can be paid in "like kind services."

Motion

- Amy made a motion to accept the participation commitment. Sandy seconded. All in favor. No opposed.
- Butch signed the agreement and provided that back to Corey Auger for state submission.

d. WUI HB 48 Update, Corey Auger - Discussion Only

Minutes:

- Corey Auger provided an overview of Utah House Bill 48 (Wildland Urban Interface Code). There was a lengthy discussion by all members regarding the direct and indirect effects of the bill on both the town and the residents.
- The legislation mandates all Utah municipalities adopt the 2006 Wildland Urban Interface Code.
- Dutch John is included in the state's high-risk WUI map.
- A flat fee (\$20 to \$100 per taxable structure) will be collected via property tax in 2026 and 2027 to fund the program.
- Starting in 2028, the fee is scheduled to be tiered based on a property assessment rating and square footage.
- Property assessments for rating are voluntary and must be requested by the homeowner.
- There is a process to appeal the high-risk designation.
- Public comments on the administrative rules for the bill are currently open and will close on February 17th. Residents of Dutch John are encouraged to submit to public comment.

e. Updates to Cemetery Rules and Regulations - Discussion and Possible Action

Minutes:

- The cemetery has proposed fee changes. These changes require a public hearing which will be scheduled for 6:30pm on Wednesday Feb 11.

Motion

- Sandy motioned to accept changes proposed by the Cemetery board. Harriet second. All in favor.

f. Schedule Public Hearing for Land Use Ordinance Updates - Discussion and Possible Action

Minutes:

Motion

- Sandy made a motion to hold a public hearing on Feb 11 at 6:45pm. Harriet seconded. All in favor.

g. Portable Storage Container Purchase - Discussion and Possible Action

Minutes:

- Butch explained that this proposed Conex trailer (40 ft) will be placed next to the fire station to hold items while the fire station is being remodeled. The town received two estimates.
 - First is estimated is for \$4200. This guy was really responsive.
 - Second estimate is for \$4700 (but this includes tax which will need to be removed). This guy was not responsive.
- Butch recommends going with bid #1.

Motion Sandy made a motion to purchase the first estimate (\$4200). Harriet second. All in favor.

13. Closed Session, if necessary* Pursuant to 52-4-20

14. Adjournment

Minutes:

- Meeting adjourned at 8:52pm

Contact: Harriet Dickerson (hdickerson@dutchjohn.org 435-880-8042) | Minutes published on 02/17/2026, adopted on 02/11/2026



Deputy Clerk