

Mendon City Council Minutes

Convened: January 8, 2026 | Meeting location 15 North Main Street, Mendon City Meeting Room

Meeting called by	Mayor Ed Buist	City Attendees:	
Type of meeting	City Council Public Hearing	Amy Garbe	Marilyn Atkinson
Minutes	Daphne Carlson	Art Heers	Daphne Carlson
Absent	Holly Gordon	Bob Jepsen	Eric Dursteler
		Brian Myers	Kirk Taylor
		Ben Watkins	

TIME: 6:00 PM

Call to Order: There being five members present and five members representing a quorum, Mayor Buist called the meeting to order.

Others Present: Blaine Taylor, Steve Liechty, Melanie Willie, Dave Willie, Brent Bevan, Nicole Norris, Allie Norris, Rebecca Benham, Steven Stokes, Chris Benham, Gary Pence, Judith Ludlow, Derek Spence, Ryan Bishop, Chad Jensen, Jessie Eiman, Tim Shea, Mary Heers, Kandis Tuft, Pam King, Jennifer Felton, Dustin Thornley, Greg Taylor, Kirk Taylor, Tony Hardman, Sarah Price, Jerry Price

Pledge of Allegiance: Ben Watkins

Invocation: Mayor Buist

Welcome: Mayor Buist welcomes everyone.

Agenda

Agenda Adoption: A copy of the notice and the agenda for this meeting was posted on the Utah Public Notice Website, Mendon City’s Website, posted at the City Office, the Post Office. It was also provided to each member of the governing body. All provided more than forty-eight hours before meeting time.

Approval of Minutes: Minutes for November 2025 have been reviewed. Under topic 3, change that the new building inspector has worked for Logan City for 10 years, instead of Mendon City.

Motion: Council Member Garbe motions to accept November 2025 minutes. Council Member Jepsen seconds the motion.

Action: All are in favor and November 2025 minutes are accepted with the noted change.

Approval of Bills: Bills have been reviewed by all council members present.

Motion: Council Member Jepsen motions to accept and pay the bills as submitted. Council Member Myers seconds the motion.

Action: All are in favor and bills are submitted.

Minutes:

Topic 1- Citizen Participation/Comment (6:02 PM) No public comments.

Topic 2- PUBLIC HEARING: Eugene Olsen Annexation Petition: (6:03 PM)

Council Member Jepsen motions to close city council meeting and open the public hearing for Eugene Olsen Annexation Petition. Council Member Myers seconds the motion. All are in favor.

Marilyn Atkinson, city recorder, makes known two items that need to be addressed concerning Eugene Olsen annexation. The plat map needs clear boundaries marked where the property in question is located and the petition needs to be notarized. The public hearing may proceed and these matters taken care of later.

Eugene Olsen attends the meeting via Zoom and gives an opening statement. He has family attending the meeting in person. The petition involves approximately 14 acres located on the corner of 6000 West and Center Street in the county in Petersboro. It is bordered by the city on the south side of the property. His family has expressed interest in building on the land and to build the amount of homes he would like to, he would need to annex into Mendon City. In 2020, Mendon City denied the annexation as it did not meet the requirements at that time. Mr. Olsen has been working to meet the requirements, and is now starting the process of annexation again.

Mayor Buist invites the public to comment.

Eric Dursteler, city engineer, brings up a point of water pressure for fire suppression for future development in the area in question. An 8" line running 2,000 feet north on the east side of the property by

the highway would produce about 970 GPM, just shy of the 1,000 gallons per minute requirement. On the west side of the property, up on the hillside, would produce about 700 GPM, much less than the required 1,000 GPM requirement. A 10-inch line would produce about 1170 on the east side and about 900 on the west side. The further west, the elevation increases, reducing water flow for fire flow. This is information for Mr. Olsen as he considers the outcome of the annexation.

There is some concern that 20-25 homes will be built if annexed into the city. Mayor Buist reminds the public that this hearing is about annexation and the city has not received any building information regarding this annexation. Mr. Olsen clarifies that he does not plan to build 20-25 homes if annexed into the city. Comments are made about the unavoidable growth, yet how growth can be handled responsibly. Land owners should be able to use their land as they see fit as long as there are no toxic uses of the land. It is suggested by a citizen that land be purchased by those who don't want to see more houses built and keep the land agricultural. Overall, the comments are positive and give an understanding to inevitable, responsible growth. However, this public hearing is on annexing land and not building. Ms. Atkinson reminds the public that the vote the council gives will be for the petition to annex, not on the final annexation.

Council Member Myers motions to close the public hearing regarding Eugene Olsen Annexation Petition and reopen city council meeting.

Council Member Garbe seconds the motion. All in favor.

Mayor Buist opens the meeting to council discussion.

A question is asked about what the future growth plan is concerning culinary water. Mayor Buist answers that Mendon City potentially has enough culinary water for 375 more hook-ups; that number includes the new Blueberry Springs subdivision. However, with Mendon's history of culinary water sources going bad, Planning and Zoning have been working hard to get codes in place that would manage growth so Mendon doesn't run into water pressure and suppression issues. It is suggested Mendon get a water feasibility study to add to the 10 year general plan as to Mendon City's future growth.

Mayor Buist has asked the council to postpone the vote until February's meeting to allow Ms. Atkinson to acquire the proper maps and signatures and for council to become more familiar with annexation procedures.

Council Member Jepsen motions to postpone the vote on Eugene Olsen's Petition to Annex until February's council meeting.

Council Member Watkins seconds the motion. All in favor.

Topic 3- Vote on Rocky Mountain Agreement – Steve Leichty: (7:01 PM)

Steve Leichty represents Rocky Mountain Power and is here to receive a vote on the franchise ordinance renewal as well as get it signed.

An unrelated question is asked about the replacement of intersection lines of city street lights and if that is still in the plan. Mr. Leichy has requested an estimate but has not received one yet. He will let the city clerk know as soon as he gets an estimate.

Council Member Garbe motions to approve the Rocky Mountain Power Utility Easement for 10 years.

Council Member Jepsen seconds the motion. All in favor.

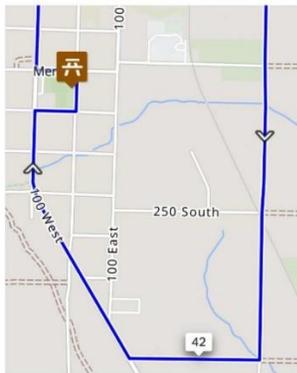
Topic 4- Little Red: June, 6 2026 – Tim Shea: (7:06 PM)

Tim Shea refers to the following document.

Little Red Riding Hood Charity Bicycle Ride June 6, 2025

Little Red is a fully supported, non-competitive, women-only cycling event organized by the Bonneville Cycling Club, a non-profit 501c3 organization, and supported by hundreds of volunteers to help raise money for breast and ovarian cancer research at the Huntsman Cancer Institute.

Staggered starts at the Lewiston Fairgrounds begin on Saturday, June 6 at 7:30 am. Mendon Station is at mile 43 on the course, and approximately 1500 riders will pass through from about 10:00 to 2:00. This is the same route through town as in previous years and is designed to cause minimal impact to Hwy 23, Center St, Main St, and 100 North. No roads are closed.



Before the event, we will mail information flyers to the residents of communities along our routes. Bicycle course signs and motorist warning signs are put in place on Friday, June 5 and removed Saturday, June 6.

We comply with Bear River Health Dept regulations for food preparation and service. Our culinary water is from the outdoor tap on the Mendon Station building. Two food preparation and service tents are supplied by a licensed vendor.

Ten portable toilets and a double-sided hand washing sink also are supplied by a licensed vendor.

The vendors deliver their equipment on Friday, June 5 and remove it after the ride on Saturday afternoon or on Monday, June 8.

Our rest stop volunteers police the area for litter before leaving. Trash is collected throughout the day in individual garbage cans lined with bags. The bags are removed on a regular basis, collected in our rental truck, and after closing the rest stop, deposited in a dumpster at Lewiston Fairgrounds for collection and disposal.

The states, counties, and municipalities along our routes and any private venues hosting a rest stop are named as additional insureds on our special event liability policy. And Bonneville Cycling Club makes a modest donation to our rest stop host municipalities.

On behalf of the women and girls participating, the Huntsman Cancer Institute, and the Bonneville Cycling Club, thank you for allowing us to use your park and pavilion for one of our rest stops.

There is an estimated 700-800 bicycle riders to ride through town this year.

Council Member Heers motions to allow Little Red the use of Mendon City Square as intended.

Council Member Watkins seconds the motion. All in favor.

Topic 5- Intro of Options in Support of 13.16 of the General Plan – Jessa Young: (7:09 PM)

Jessa Young (Watkins) works with an organization connected to Dark Sky Colorado or Dark Sky International. Her presentation is relevant to Mendon City light and noise pollution guiding principles in the general plan section 13.16 which states “light pollution is unwanted or excessive artificial light. Like noise pollution, light pollution is a form of waste energy that can cause adverse effects and degrade environmental quality.”

Ms. Young encourages the council and public to visit darksky.org for lighting resources. Her purpose is to educate the public on ways to preserve energy and recognize how light pollution affects the public.

Topic 6- Library Director Information – Mayor Buist: (7:15 PM)

Mayor Buist invites Jessie Eiman to the microphone to explain why she has rescinded her plans to retire as library director in March and stay on for another 18 months.

George Danes expressed his appreciation for Ms. Eiman’s work on the success of the Mendon Library. He would like to see the Cache community utilize the small town libraries.. He would like to see Mendon Library absorb much of the south end of the valley. The county is willing to pay Mendon per household outside of city limits to hold a Mendon Library card, essentially making the Mendon Library approximately \$7,500K per year. To put in perspective how much it is costing the county to keep the county library functioning; Mendon Library receives \$14K per year from Mendon City (with donations and other forms of funds, the Mendon Library runs on approximately \$40K per year), the Providence County Library receives \$264K per year from the county. Mendon Library is also State certified. Mr. Danes is very concerned about the amount the county library is using and would like Ms. Eiman’s help in getting the county library system fixed. Therefore, she has agreed to stay on for another 18 months to help with the transition.

Topic 7- Workshop with Wellsville: Possible Future Sewer District – Mayor Buist: (7:21 PM)

Mendon is not looking to switch to sewer in the near future. However, a future plan for a possible switch to sewer needs to be discussed. Mendon has approximately 1,500 residents and the state is looking at cities with over 5K residents to push sewer. Wellsville is getting close at 4K. Wellsville and Mendon have come to an agreement to work together on a possible future sewer plant somewhere between Wellsville and Mendon. It would be on a per capita basis. Mayor Buist is asking permission from the council to continue having discussions with Wellsville about a possible future sewer development and agreement.

The discussion is still in the early stages and there are no development plans to predict cost at this time.

Council Member Watkins motions to continue discussions with Wellsville City about future sewer developments.

Council Member Jepsen seconds the motion. All in favor.

Topic 8- PUBLIC HEARING: Mid-Year Reopening/Closing of the Budget 2025-26: (7:38 PM)

Council Member Jepsen motions to close city council meeting and open the public hearing for mid-year reopening and closing of the budget 2025-26.

Council Member Garbe seconds the motion. All in favor.

Mayor Buist refers to the following budget changes within the set budget for 2025-26:

Proposed Fiscal Year 2026 budget changes (proposed effective January 2026):

Move from:	Move to:	Amount:	Notes:
Buildings – Station	Buildings – Other	\$8,000	Budget transfer (\$7,000 remains for Station improvements)
Private donations	Celebrations	\$2,000	Cover unexpected fireworks cost
Building Permits	CP – City Expansion	\$10,000	Cover unexpected electrical installation overage
CP – Playground	CP – City Expansion	\$47,500	Cover unexpected electrical installation overage
Cemetery PC Fund	Cemetery Expansion	\$25,000	Cover cemetery expansion costs
Cemetery Expansion	CP – PW Building	\$55,000	Cover structural cost overages (part of \$130,000 general funds)
Engineering – General	Land Use Authority	\$5,000	Cover excess costs
Planning & Zoning	Land Use Authority	\$4,000	Transfer between like departments
Private donations	Parks - Legacy	\$85,000	Terrific fundraising! (could use \$7,000 more)
Matching Grant	Parks - Legacy	\$70,000	Remainder of \$200,000 Grant (\$130,000 in original budget)
Administration	Park Operations	\$10,000	Backflow pad, Truckbed Sprayer, Head wall
Engineering – General	Park Operations	\$5,000	Taylor Park Sign Base, Curbing, etc.
EMS Funds (water bills)	Quality of Life	\$1,750	EMS charges raised each year, budget was not raised
Administration	Quality of Life	\$6,530	Toyota Tundra lease payment missed in original budget

Line Item:	Prior Budget:	Updated Budget:	Change:
Administration	\$93,000	\$76,470	\$16,530 decrease
Buildings – Other	\$27,000	\$35,000	\$8,000 increase
Buildings – Station	\$24,000	\$16,000	\$8,000 decrease
Building Permits	\$40,000	\$30,000	\$10,000 decrease
Capital Projects – City Expansion	\$470,600	\$528,100	\$57,500 increase
Capital Projects – Playground	\$75,000	\$27,500	\$47,500 decrease
Capital Projects – PW Building	\$330,000	\$385,000	\$55,000 increase
Celebrations	\$23,200	\$25,200	\$2,000 increase
Cemetery – Expansion	\$130,000	\$100,000	\$30,000 decrease
Engineering – General	\$20,000	\$10,000	\$10,000 decrease
Land Use Authority	\$10,000	\$19,000	\$9,000 increase
Park Operations	\$60,000	\$75,000	\$15,000 increase
Parks – Legacy (incl RAPZ)	\$260,000	\$415,000	\$155,000 increase (still need \$7,000 more)
Planning & Zoning	\$10,000	\$6,000	\$4,000 decrease
Quality of Life	\$170,220	\$178,500	\$1,750 increase (EMS), \$6,530 increase (Tundra)

Funds added to Budget

EMS Funds (General Fund) = \$1,750

Matching Grant = \$70,000

Private Donations = \$87,000

Perpetual Care = \$25,000

MEMO: *Unchanged Departmental Budgets*

Line Item:	Budget:
Attorney	\$4,000
Cemetery Operations	\$30,000
Fire Department	\$123,000
Fire Hall Loan	\$12,726
Library	\$47,878
Parks – non-Legacy RAPZ	\$36,000
Sanitation	\$120,000
Street Operations	\$75,000
Streets – B & C	\$167,000
Streets - CCOG	\$106,000
Streets - RTIF	\$87,000
Water	\$400,000

Mayor Buist announces that city clerk, Holly Gordon, is stepping down. He is planning to give the next city clerk more responsibilities in the form of city clerk/office manager, starting pay \$16-\$20 depending on experience.

Council Member Garbe motions to close the public hearing on mid-year reopening and closing of the budget 2025-26 and reopen city council meeting.

Council Member Myers seconds the motion. All in favor.

Mayor Buist entertains a motion to approve the position of city clerk/office manager, starting pay at \$16-\$20 per hour dependent on experience.

Council Member Jepsen motions to approve the position of city clerk/office manager, starting pay at \$16-\$20 per hour dependent on experience.

would be no issues with the annexation going through. They all find no issues. Mr. Nemelka seeks a letter of approval that the annexation into Mendon City will go through, a pre-approval of sorts, to take back to the county so he can officially start the annexation process.

Mr. Nemelka has drafted the following letter:

8th of January, 2026

To whom it may concern,

This letter is to verify that Mendon City Council intends to annex parcel 11- 0037 with its recent changes per survey. Provided that all conditions, representations, and requirements remain consistent and compliant with the initial plat proposal and applicable laws and regulations, the city council intends to approve the annexation of this parcel upon formal application by the property owner. The property owners have worked closely with Mendon City Land Use Authority, engineer, planning and zoning, fire chief, and public works director to verify that this lot currently meets all criteria necessary for a smooth annexation process.

Thank you for your consideration.

Talking with the city engineer and public works director, water hookups would be bored under the canal to assure proper pressure. The fire chief has informed Mr. Nemelka exactly what they would need for a turnaround. Everything is conforming to code.

Council Member Myers motions to approve and, as a council, sign the letter as it has been presented for the county.

Council Member Jepsen seconds the motion. All in favor.

Topic 10- Youth Council – Mayor Norris: (8:20 PM)

Mayor Norris reports the youth council served at the food pantry in November, helping sort the food and bag potatoes. 17 youth helped for about 2 hours. A great opportunity to serve the valley.

The community Christmas breakfast was held in December. 20 youth helped with the activity and fed around 80 people. A great opportunity to serve the city.

The youth council helped with Wreaths Across America. 20 youth helped prepare wreaths and place them on graves. An amazing opportunity to honor our veterans.

This month the youth council will visit the fire department to learn how the fire department keeps our community safe.

The youth council has the numbers for phase 2 of Legacy Park, the flex field area. They will be reaching out to the Soccer Association to try and work out an agreement with them to build that portion of the park.

Nicole Norris, youth council adult advisor, reports when working with the Soccer Association, they send samples of what's been done in other communities. There would be a collaboration where they will build the flex field and facility, with a contract for so many years where the Soccer Association has priority scheduling the field in the spring and fall. The mayor, city council and city attorney would need to approve and sign the contract.

Topic 11- Law Enforcement Liaison- Deputy Spence: (8:24 PM) Excused

Topic 12: Cemetery Sexton – Eric Bowen: (8:25PM) Excused

Deputy Treasurer, Laura Hampton, reports on Wreaths Across America. 165 wreaths were sold, 162 were used in the Mendon Cemetery. The extra were sent to Clarkston. The youth council received \$475 with the rest of the sales going to Mountain Crest. Around 60 volunteers were in attendance to place wreaths on gravesites. Ms. Hampton plans to advertise and start selling wreaths much earlier this year so they aren't trying to sell two weeks prior to placing them. Mayor Buist commends Ms. Hampton on her dedication to Wreaths Across America.

Topic 13: City Engineer – Eric Dursteler: (8:31 PM)

Eric Dursteler asks Mayor Buist if the contract was sent in for this year's CCCOG funding. Mayor Buist answers in the affirmative. Mayor Buist asks Mr. Dursteler to call Jesse Mott tomorrow.

Mayor Buist reminds Mr. Dursteler and Mr. Taylor to look at taking a year off or submitting smaller projects for CCCOG next year as Mendon City was approved for a big project this year.

Council Member Jepsen asks Mr. Dursteler to take a look at some transmission lines he exposed and take a GPS.

Topic 14: Public Works Director – Kirk Taylor: (8:33 PM)

Phase one of the Enbridge project is underway. All the gas mains are installed and they are doing services now. They are able to continue the work due to the weather cooperating.

Topic 15: Councilmembers Reports:

Brian Myers- (8:35 PM)

Cooks Underground at the food stand brought in \$6,200 last year that was reinvested in the food stand renovations. This year, they brought in \$5,500. Council Member Myers asks the Mayor if he wants this money reinvested back into the food stand. Mayor Buist suggests talking to Courtney, owner of Cooks

Underground, about what needs to be done. If needs be, they can hang on to the money and let it build up for bigger purchases such as commercial refrigerators.

Council Member Myers fixed 3 blinds at the station just before Christmas as well as paint repairs on the interior walls. The floor finish is starting to peel but the rustic look of the flooring helps camouflage the wear.

There will be a May Day kick off meeting next Wednesday at Council Member Myers home at 6:00.

Mayor Buist asks Council Member Art Heers to get with Council Member Myers on information about mosquitos, turkeys and deer, and Council Member Garbe on dogs.

Council Member Myers reminds Council Member Heers the Mosquito Abatement meetings are the fourth Thursday of every month at Bear River Health Department on 1800 North at 7:00.

Amy Garbe- (8:40 PM)

Council Member Garbe talked to the new building inspector, Jason Major, about the long-term rental checklist and he approved it.

Planning and Zoning have been working on four codes that will be in a public hearing next month. These codes include fencing, manufactured and mobile homes, the subdivision code and non-working vehicles.

The rabies clinic is scheduled for January 24th from 10:00 am to 12:00 pm at the fire station. Council Member Garbe lets Council Member Heers know she has the yard signs for the clinic and will arrange to get them to him.

Council Member Garbe clarifies that the violation letters and sales tax on internet purchases inquiry are now her and Council Member Watkins responsibility. She will try and get with Ian Nemelka to get the information needed.

The youth council are going to purchase shelves to help clean up and organize their stuff in the attic of the city building.

Ben Watkins- (8:42 PM)

Council Member Watkins attended a Planning and Zoning meeting yesterday.

Art Heers- (8:43 PM)

Council Member Heers asks if there is a master plan on trails. Council Member Myers will get Council Member Heers contact information for Landis and the county.

Bob Jepsen- (8:44 PM)

Paving at the cemetery is complete. Some cosmetic things to be done in the spring prior to Memorial Day. Expresses interest in involving the young men in the community to help with that.

The Public Works building took more money than allotted this year and the perpetual fund was used to complete necessary work.

Council Member Jepsen has heavily pursued getting a permit to do some work on the canal to bring secondary water to the cemetery. However, budget restraints has put that on hold. He will appeal to the canal board to see if they will extend the permit another year. Council Member Garbe is seeking out possible grant avenues to help.

Council Member Jepsen addresses Kirk Taylor to get with James in regard to replacing the pump at Pioneer Park.

Mayor Buist- (8:51 PM)

The Olsen annexation needs to be put on the agenda next month for the council to vote. He encourages council to think on this annexation objectively and be prepared for next month.

Council Member Heers and Watkins will receive a key to city hall this week.

Mayor Buist reminds all council members to check their mail boxes at city hall weekly.

Mayor Buist entertains a motion to adjourn.

Council Member Jepsen motions to close city council meeting.

Council Member Garbe seconds the motion.

Adjourned (8:55 PM)