



**EPHRAIM CITY COUNCIL
REGULAR MEETING AGENDA**
Council Chambers – Ephraim City Hall
5 South Main, Ephraim, Utah
Wednesday, February 18, 2026
7:00 PM

Today's meeting will be held in person in the Council Chambers and is open to the public. Members of the press and public are also invited to view this meeting live on YouTube.

To participate in the public comment period or any scheduled public hearings, please email cmaudsley@ephrain.gov before 3:00 PM on the day of the meeting.

Live Stream on YouTube at 7:00 P.M.

<https://www.youtube.com/@EphraimCityUtah/streams>

7:00 PM

CALL TO ORDER

- 1) ROLL CALL
- 2) PRAYER OR THOUGHT
- 3) PLEDGE OF ALLEGIANCE.

PUBLIC COMMENT

Members of the public may address the Council on items related to City business or the current agenda. A comment form must be submitted to the Mayor prior to the meeting. Comments are limited to three minutes per person. The Council cannot take action during this portion of the meeting but may respond briefly, refer the matter to staff, or place it on a future agenda. Please state your name and city of residence for the record.

I. Consent Items

A. Ratification of Warrant Register between January 30, 2026, and February 12, 2026

Pages 4-7

B. Approval of February 4, 2026, City Council Meeting Minutes

II. Study Agenda

Pages 8-10

A. Ephraim City Ordinance 26-02 Utah Wildlife Urban Interface (Jeff Hermansen)

Pages 11-14

B. Return to Work Policy (Candice Maudsley)

III. Action Agenda

Pages 15-16

A. Ephraim City Resolution 26-03 Parking and Backing Policy (Katie Witt)

IV. Council Appointments & Reports

A. Appointments to City Boards:

1. Ben Gordan: Three-year term for re-appointment to the Cemetery Board

V. City Manager Report

CLOSED SESSION

The City Council may vote to discuss matters in a closed session for reasons allowed by law, including, but not limited to, the provisions of Utah Code § 52-4-205 of the Open and Public Meetings Act, and for attorney-client matters that are privileged pursuant to Utah Code § 78B-1-137.

ADJOURNMENT

In Accordance with the Americans with Disabilities Act (ADA) this facility is wheelchair accessible and handicap parking is available. Request for accommodations and interpretive services must be made three (3) working days prior to the meeting. Please contact the city office at 283-4631 for information or assistance.

CERTIFICATE OF POSTING

I, the undersigned duly appointed City Recorder for Ephraim City, hereby certify that the above notice and agenda were posted in accordance with the Utah Open and Public Meetings Act on the 17th day of February 2026.

Notice was posted:

- On the Utah Public Notice Website;
- On the Ephraim City website (ephrain.gov); and
- At a physical location at Ephraim City offices, a place reasonably accessible to the public.

Candice Maudsley
Ephraim City Recorder

MEETING MINUTES
EPHRAIM CITY COUNCIL
CITY COUNCIL CHAMBERS, EPHRAIM CITY HALL
5 SOUTH MAIN, EPHRAIM, UTAH
FEBRUARY 4, 2026
7:00 PM

CALL TO ORDER & ROLL CALL

The Ephraim City Council Meeting, having been properly noticed, was called to order at 7:00 p.m. by Mayor Larsen.

MEMBERS PRESENT

Chris Larsen; Mayor, Dennis Nordfelt; Mayor Pro Tem, Anthony Beal, Troy Birch, Loren Steck, Jack Dalene (Zoom)

MEMBERS EXCUSED

STAFF PRESENT

Katie Witt; City Manager, Candice Maudsley; City Recorder, Bryan Kimball; Community Development, Colby Zeeman; Police Chief, Jeff Hermansen; Fire Chief

PLEDGE AND INVOCATION

The Invocation was offered by Marilee Larsen.

The Pledge of Allegiance was led by Jessica Arnoldson.

PUBLIC COMMENT

- No public comment presented.

PRESENTATIONS

Fire Chief Jeff Hermansen presented an update on Fire Department operations and activities. He reported that the department responded to 84 fire calls in 2024, 74 calls in 2025, and 9 calls so far in 2026. The department currently has 19 members. Fire inspection activity included 201 inspections in 2024, 192 inspections in 2025, and 46 inspections completed to date in 2026. Chief Hermansen noted that several businesses in 2025 benefited from having properly functioning fire extinguishers during fire incidents. Firefighters completed 618 hours of training. The department maintains an average 7.5-minute response time, the fastest in the county. Chief Hermansen reported that seven members attended fire school in St. George, including five new firefighters.

Upcoming HazMat and Firefighter I & II classes will be hosted by the department. The Chief also reported that a new fire engine is scheduled for completion this spring and will be equipped with approximately \$50,000 in equipment. The engine was funded through a CIB grant and county funding.

Due to ongoing drought conditions, Council discussed the need to determine whether fireworks will be banned this year, noting that a decision should be made by the end of March. Chief Hermansen also reported that, due to a new state law, all cities will be required to adopt a Wildland Urban Interface (WUI) code.

CONSENT AGENDA

CONSENT AGENDA ITEMS

A) APPROVAL OF WARRANT REGISTER

B) APPROVAL OF JANUARY 21, 2026 MINUTES

Councilmember Birch moved to approve the Consent Agenda. The motion was seconded by Councilmember Beal. The vote was unanimous. The motion carried.

STUDY AGENDA

A) BACKING POLICY

The Council reviewed the vehicle parking and backing policy. Fire Chief Jeff Hermansen answered Council questions regarding employee training related to safe backing procedures. Staff presented a parking and backing policy template provided by the City's insurance carrier. The policy was reviewed by the Council and will be brought back at the next City Council meeting on the action agenda for consideration.

ACTION AGENDA

A) CONDITIONAL USE PERMIT-CVG-EPHRAIM APARTMENTS

Community Development Director Bryan Kimball explained that the applicant, Mike Ballard with CVG-Ephraim Apartments One, LLC, is requesting a Conditional Use Permit to construct a 164-unit, multi-family apartment complex intended to support the workforce of future businesses in the area as well as Snow College. Staff and the Ephraim City Planning Commission reviewed the application for compliance with the Ephraim City Municipal Code and found that it meets the minimum requirements for approval. The Planning Commission unanimously recommended approval, subject to the following conditions:

1. A 6-foot site-obscuring fence shall be installed along the sides and rear of the property. The minimum requirement is chain-link fencing with privacy slats.
2. A minimum of 1.5 parking spaces per bedroom shall be provided, and all parking areas shall be paved.
3. Separate utility meters shall be required for each unit unless otherwise approved.
4. A minimum of 20% of the lot shall be maintained as landscaped or open green space. Water-wise landscaping is strongly encouraged.
5. Outdoor lighting shall be provided for safety and must be dark-sky compliant.

6. All infrastructure improvements, including asphalt, curb, gutter, and sidewalk, must be completed in the first phase, which shall function as a standalone phase.
7. Frontage improvements along 400 West and 500 South shall be completed, and paved access to the site shall be provided.
8. The applicant shall work with the Ephraim City Development Review Committee to ensure proper emergency access.
9. The development shall comply with all Ephraim City codes and standards. Impact fees will be assessed as part of the zoning permit application.

Mr. Ballard presented renderings and site plans for the project, including proposed park and green space amenities. He requested two variances: one related to the site-obscuring fencing near park areas and the City well, and another to allow consolidated electrical metering using an alternative system rather than individual meters for each unit. Mr. Ballard stated that the project would utilize four primary electrical meters instead of individual meters for each unit and agreed to provide additional information at a future meeting.

Councilmember Beal raised concerns regarding drought conditions and the impact of new development on water resources. Staff explained that indoor water use remains relatively stable, while outdoor irrigation presents the greatest demand during summer months.

Discussion also included fencing placement, green space design, and pedestrian connectivity. Staff explained that site-obscuring fencing would be required on the south and east sides of the property, while street-facing and front areas would not require fencing. The project includes a proposed green belt with walking paths and would be maintained by a commercial community association.

Councilmember Nordfelt moved to approve the Camino Verde Group CUP with the conditions of approval giving Staff flexibility to determine fencing and metering. The motion was seconded by Councilmember Beal. The vote was unanimous. The motion carried.

B) EPHRAIM CITY RESOLUTION 26-01 VEHICLE POLICY

The Council reviewed a revised vehicle policy that was rewritten following feedback provided by the City Council at the previous meeting.

Councilmember Steck moved to approve ECR 26-01 revising the City vehicle policy. The motion was seconded by Councilmember Birch. The vote was unanimous. The motion carried.

COUNCIL APPOINTMENTS

Councilmember Birch moved to re-appointment to a five-year term on the Utilities Board Lorna Larson & Kelly Larsen and to appointment to a four-year Historical Board term Jill Nielson. The motion was seconded by Councilmember Steck. The vote was unanimous. The motion carried.

CITY MANAGER REPORT

- The Strategic Plan is moving forward, and staff have begun taking action steps toward the established goals.

- An upcoming UAMPS county meeting will be held in Fairview in February
- The City Manager has been monitoring and participating in legislative policy committee activities.

ADJOURNMENT

There being no further business to come before the Council for consideration, Councilmember Nordfelt moved the Regular Council Meeting adjourn at 7:59 p.m. The motion was seconded by Councilmember Steck. The vote was unanimous. The motion carried.

The next regular City Council meeting is scheduled to be held on Wednesday, February 18, 2026, starting at 7:00 p.m. in the Ephraim City Council room.

MINUTES APPROVED:

Chris Larsen, Mayor

Date

ATTEST:

Candice Maudsley, City Recorder

Date

**EPHRAIM CITY
ORDINANCE ECO 26-02**

**AN ORDINANCE ENACTING THE UTAH WILDLAND URBAN INTERFACE
AN ORDINANCE ENACTING TITLE 4, CHAPTER 04, SECTION 130 TO ADOPT
THE UTAH WILDLAND URBAN INTERFACE CODE; PROVIDING FOR
REPEALER; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN
EFFECTIVE DATE**

WHEREAS, the State of Utah has adopted the Utah Wildland Urban Interface Code (“UWUI Code”) as part of the statewide fire code requirements;

WHEREAS, state law requires all municipalities to adopt and enforce the UWUI Code to promote consistency in public safety regulations; reduce wildfire risk, and protect lives, property, and natural resources;

WHEREAS, Ephraim City has previously adopted certain uniform and standard building, fire, and safety codes;

WHEREAS, adoption of the UWUI Code will provide additional standards, requirements, and mitigation measures for development, construction, and maintenance within areas subject to increased wildfire risk within City limits; and

WHEREAS, the City Council finds that adopting the UWUI Code is necessary and appropriate to protect public health, safety, and welfare, and is consistent with the City’s responsibility to implement and enforce state mandated fire and building codes.

NOW THEREFORE, be it ordained by the Council of the Ephraim City, in the State of Utah, as follows:

SECTION 1: **ADOPTION** “4.04.130 Utah Wildland Urban Interface” of the Ephraim City Municipal Code is hereby *added* as follows:

BEFORE ADOPTION

4.04.130 Utah Wildland Urban Interface (Non-existent)

AFTER ADOPTION

4.04.130 Utah Wildland Urban Interface(*Added*)

The provisions of the current edition of the Utah Wildland Urban Interface Code, as adopted by the State of Utah, are adopted.

[The map presented in City Council council is also hereby adopted. Insert Map Here]

SECTION 2: REPEALER CLAUSE All ordinances or resolutions or parts thereof, which are in conflict herewith, are hereby repealed.

SECTION 3: SEVERABILITY CLAUSE Should any part or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinances a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

SECTION 4: EFFECTIVE DATE This ordinance being necessary for the peace, health and safety of the City, shall become effective immediately upon posting.

PASSED AND ADOPTED BY THE EPHRAIM CITY COUNCIL

_____.

	AYE	NAY	ABSENT	ABSTAIN
Councilmember Nordfelt	_____	_____	_____	_____
Councilmember Birch	_____	_____	_____	_____
Councilmember Beal	_____	_____	_____	_____
Councilmember Steck	_____	_____	_____	_____
Councilmember Dalene	_____	_____	_____	_____

Presiding Officer

Attest

Chris Larsen, Mayor, Ephraim City

Candice Maudsley, Recorder,
Ephraim City

Ephraim City Boundaries

WUI Map In Red Outline

Legend

-  Ephraim Boundaries 2026
-  Feature 1
-  WUI Map

10

Google Earth

Image © 2026 Airbus
Image Landsat / Copernicus

Ephraim Canyon Rd

S 300 E

2000 ft



Workers' Compensation Return-to-Work Policy

Location:
Effective Date:
Revision Number: 1

PURPOSE

This workers' compensation return-to-work (RTW) policy is in place to ensure Ephraim City Corporation provides meaningful work activity for employees who are temporarily unable to perform all or portions of their regular work assignments or duties. This policy applies to employees suffering from either work-related injury or illness. The goal is to allow valued company employees to return to productive, regular work as safely and quickly as possible. By providing temporary transitional work with alternative or modified work activity, injured and recovering employees remain an active and vital part of the company.

SCOPE

All active employees who are temporarily unable to perform their regular job duties due to a compensable work-related injury or illness may be eligible for transitory work duties within the provisions of this program. RTW tasks may be in the form of:

- Modified duties within the scope of the employee's current position
- Alternative jobs for which the employee qualifies, outside of the scope of their current position
- An altered schedule of work hours

DEFINITIONS

- "Transitional duty" is a temporary job duty that is within an injured employee's physical limitations established by a doctor. These assignments are meant to be temporary and will be dictated by the medical providers' treatment parameters.
- "Modified duty," also known as light duty, refers to a temporary work assignment provided to an employee injured on the job. This assignment is tailored to accommodate the individual's physical limitations as they recuperate from the injury.
- "**Alternate duty**" is designed as a placement service for individuals who cannot return to their previous job task in a modified duty or have reached maximum medical improvement (MMI) and are still unable to perform the essential functions of their pre-injury jobs.

APPLICABILITY

Length of Duty

- If work is available that meets the limitations or restrictions prescribed by the employee's attending practitioner, that employee may be assigned transitional or modified work for a period not to exceed the doctor's treatment restrictions. Transitional or light duty is a temporary program, and an employee's eligibility in these reduced assignments will be based strictly on medical documentation and recovery progress.

Qualification

- Transitional or modified duty will be available to all employees on a fair and equitable basis with temporary assignments based on skill and abilities. Eligibility will be based upon completion of the RTW Evaluation Form by the employee's attending medical professional. An employee on modified duty will be considered part of the regular shift staffing, with recognition of the employee's limitations within the department.

RESPONSIBILITIES

The following responsibilities apply to various levels within the company:

- **Senior management** will ensure the policy's enforcement among all levels at Ephraim City Corporation and actively promote and support this policy and the RTW program as a whole.
- **Supervisors** will support the employee's RTW by identifying appropriate modified assignments and ensuring the employee does not exceed the medical professional's set restrictions. Supervisors will also stay in regular contact with absent employees and clearly communicate Ephraim City Corporation's attendance expectations. They are also responsible for reporting any problems with employees and this policy to the RTW manager or program supervisor.
- **Injured workers** will notify their supervisors in a timely manner when their condition requires an absence. Injured workers should also note that state law often requires employees to report injuries and illnesses within specific time frames in order to qualify for certain benefits and protections. Injured employees will also closely follow their medical professional's treatment plan and actively participate in Ephraim City Corporation's RTW program, which includes following all the guidelines of this policy. Injured employees will also help supervisors identify potential options for transitional duties. While supervisors are responsible for maintaining constant communication with the injured employee, the worker also has the obligation to maintain contact with Ephraim City Corporation about their condition and status. The injured worker will complete all required paperwork in a timely manner.

PROCEDURE

Work Schedule

- Ephraim City Corporation will do everything in its power to tailor the restricted work schedule to the injured employee's normal, pre-condition work schedule. However, depending on the job limitations, it may be necessary for the employee to take on a specifically designed, temporary schedule to accommodate these restrictions.

Payment of Wages

- If the insurance adjuster determines an employee's injury or illness is work-related, Ephraim City Corporation will pay benefits and wages in accordance with the state workers' compensation statute and with the company's HR policies. These benefits will be coordinated with all applicable state, federal and company benefits.
- Employees performing transitional duties, either modified or alternate duties, will be compensated through the employer or benefit payment through workers' compensation, dependent on circumstances. Employees performing transitional duties, either modified or alternate duties, following a period of short-term disability, may receive a combination of regular pay and partial disability benefits. The employee and the Ephraim City Corporation's HR department will work out this combination on a case-by-case basis.
- If employees take a vacation or there is a holiday during restricted duty, they are entitled to their regular vacation selection or holiday pay as it would apply to normal, nonrestricted duty

Communication Expectations

- If an employee is unable to work in any capacity and the company approves of the absences, the employee must stay in communication with the RTW program manager or HR contact person. The RTW program manager or HR contact person must receive an update of the employee's medical status on at least a weekly basis. In addition to a weekly update, if the employee is seen by the doctor or receives a new restriction sheet, the employee must provide that information to the RTW program manager or the HR contact person as soon as possible after the visit.

Medical Appointments

- Ephraim City Corporation asks that, when possible, employees schedule medical appointments at times resulting in the least interference with work hours. Employees should inform their superiors of all medical appointments as soon as possible. Nonemergency medical appointments not scheduled in advance may be cause for denial of time off.

- The employee's medical provider must complete the Ephraim City Corporation RTW Evaluation Form for each visit to evaluate the employee's injury or illness. It is the employee's responsibility to inform Ephraim City Corporation of their medical status after each doctor visit.

Employee Procedures

1. In the event an injury or illness is work-related, report it to your supervisor as soon as practicable.
2. Complete and sign a Report of Injury Form.
3. Let your supervisor know that you are seeking medical treatment and obtain an RTW Evaluation Form. The RTW Evaluation form must be completed for each practitioner visit regardless of your choice of physician and whether the condition is work-related or not.
4. Participate in the RTW program while your medical provider and supervisor continuously review your condition.

REFUSAL TO PARTICIPATE

If you are unable to return to your regular job but are capable of performing transitional duty, you must return to transitional duty. Employees who choose not to participate in the Ephraim City Corporation RTW program or follow all requirements in this RTW policy may become ineligible for state workers' compensation benefits, and, in some cases, refusal to participate may be a basis for termination. Unpaid family medical leave may apply upon refusal, and disability benefits will cease.

FAMILY MEDICAL LEAVE AND OTHER BENEFITS

State or federal leave laws may provide additional rights and protections during times of illness or injury. Lost wages may be reimbursed if disability benefits are available. Contact the HR department for further details.

Draft

Employee Acknowledgement

Ephraim City Corporation's primary goal is to accommodate injured and recovering workers by identifying or modifying jobs to meet their physical capacities and allowing them to RTW as quickly and smoothly as possible. The company is committed to individualizing RTW programs based on the individual's physical capabilities and will review all task assignments regularly to ensure duties are appropriate.

We are committed to early RTW and recognize that it speeds up the recovery process and reduces the likelihood of permanent disability. Ephraim City Corporation employees are expected to show the same commitment to the program by following the RTW policy and all guidelines of the RTW program. The RTW program requires a team approach, so employees are expected to cooperate with the management team, supervisors and medical staff should they ever become injured and unable to perform their full job duties.

Prior to working on any Ephraim City Corporation job site, each employee is expected to have read the entire RTW policy, which includes the following sections:

- Purpose
- Scope
- Definitions
- Applicability
- Responsibilities
- Procedure
- Refusal to Participate
- Family Medical Leave

If you have any uncertainty or questions regarding the content of these policies, you are required to consult your supervisor. This should be done prior to signing and agreeing to the Ephraim City Corporation RTW policy.

I am aware of and have read Ephraim City Corporation's RTW policy, and I understand the requirements and expectations of me as an employee. Should I become injured or ill and unable to carry out my regular duties due to a work-related incident, I fully recognize Ephraim City Corporation's expectations of me during my recovery.

I understand that if I choose not to participate in the RTW program or follow this policy's guidelines, I may become ineligible for state workers' compensation benefits, and, in some cases, my refusal may be grounds for termination.

Employee Signature: _____

Date: _____

**EPHRAIM CITY
RESOLUTION ECR 26-03**

**A RESOLUTION AMENDING THE EPHRAIM CITY PERSONNEL POLICIES BY
ENACTING A POLICY FOR BACKING VEHICLES**

WHEREAS, Ephraim City desires to encourage safe practices for its employees and residents;

WHEREAS, Ephraim City has worked with the Utah Local Government Trust to develop policies to be used when employees are backing vehicles; and

WHEREAS, the City Council finds this policy to be in the best interests of the City's general welfare.

NOW THEREFORE, be it ordained by the Council of the Ephraim City, in the State of Utah, as follows:

SECTION 1: **ADOPTION** “ECR 26-03 Parking And Backing Policy” of the Ephraim City Municipal Resolutions is hereby *added* as follows:

BEFORE ADOPTION

ECR 26-03 Parking And Backing Policy (Non-existent)

AFTER ADOPTION

ECR 26-03 Parking And Backing Policy(*Added*)

5.11 Parking and Backing Policy

Purpose The purpose of this procedure is to establish guidelines to follow that may prevent an accident or injury when parking or backing a City/County/District vehicle. General: Park Defensively Think before backing. Choose parking locations that minimize exposure to traffic and, if practical, it is preferred that the driver select a parking location which does not require backing to re-enter the flow of traffic (A pull-through parking space). Backing the vehicle should be avoided whenever possible. When backing is necessary, the distance traveled in reverse should be limited. Circle of Safety: Prior to entering the vehicle, drivers must perform a “Circle of Safety” walk-around of the vehicle to identify hazards and increase awareness of surroundings. Hazards can include people, objects, driving surface conditions and obstacles like poles, curbing, overhead hazards, etc. Prepare to Back: Vehicles must be prepared to back by having all windows cleared of snow, ice or dirt that can obstruct vision. Mirrors must be adjusted for the driver and must be checked prior to and regularly during backing. Any distractions like phones, radio, conversations with others, etc. must be eliminated prior to

backing. Back up cameras should be consulted during backing but should not be the only information source for backing. Back In Upon Arrival: Drivers are more aware of their surroundings when they arrive at the parking lot than when they leave. For this reason, City/County/District vehicles must be backed into the parking stall upon arrival where appropriate. Use of a Spotter: The driver must use a “spotter,” if available, when backing large vehicles like fire apparatus, heavy trucks or construction equipment and when conditions make it difficult to see surroundings. Driver and spotter must agree on hand signals before starting, especially the signal for “stop.” Position the spotter where you can visually see him/her, where they are out of your path of travel, and where they can clearly see behind the vehicle. Stop immediately if you lose sight of your spotter. If you are in doubt of the situation, stop immediately, get out of your vehicle and check the situation yourself. If a spotter is not available, the driver must check under and around the vehicle to make sure the area is clear before proceeding to back the vehicle. Use the rear view and side mirrors, and if possible, look behind you. Back up immediately, but slowly, before the present situation has time to change. Whether or not a spotter is available, while backing a vehicle, always periodically check the front of the vehicle. Maintain Visibility: All staff working in the right-of-way (sidewalk to sidewalk) must wear high-visibility retroreflective clothing to ensure they are seen by drivers. Staff should not cross behind vehicles, unless sufficient distance is available, the vehicle is stopped and the driver acknowledges the presence of the worker.

SECTION 2: **REPEALER CLAUSE** All ordinances or resolutions or parts thereof, which are in conflict herewith, are hereby repealed.

SECTION 3: **SEVERABILITY CLAUSE** Should any part or provision of this resolution be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the resolution as a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

SECTION 4: **EFFECTIVE DATE** This resolution shall be in full force and effect 14 days after passage.

PASSED AND ADOPTED BY THE EPHRAIM CITY COUNCIL

_____.

	AYE	NAY	ABSENT	ABSTAIN
Councilmember Nordfelt	_____	_____	_____	_____
Councilmember Birch	_____	_____	_____	_____
Councilmember Beal	_____	_____	_____	_____
Councilmember Steck	_____	_____	_____	_____
Councilmember Dalene	_____	_____	_____	_____
Presiding Officer		Attest		

Chris Larsen, Mayor, Ephraim City

Candice Maudsley, Recorder,
Ephraim City