



Sterling Town Council Minutes
 Tuesday January 20, 2026
 7:00 PM

Council members attending:	Roll call before Oath of Office: Mayor Zeb Wignall, Yvonne Larsen, Kim Killpack, Tami Privett and Bryan Sullivan Roll call after Oath of Office Administered: Mayor Zeb Wignall, Kim Killpack, Yvonne Larsen, Nick Lyon and Brad Wilson
Council members excused:	N/A
Staff attending:	Kris Winkel
Community attending:	Julie Strickland, Abby Wilson, Markell Wilson, Shae Wilson, Jace Wilson, Devan Fowles, Brad Wilson, Amol Viridi, and Stacey Lyon.
Conducting:	Zeb Wignall, Mayor. Meeting called to order at 7:00 PM

Agenda item number	Discussion and Action Items
ITEM 1 Welcome by Mayor Zeb Wignall, Pledge of Allegiance and Roll Call.	Council, staff and community present stand and recite the pledge of allegiance. See roll call above.
ITEM 2 Oath of Office for Newly Elected Town Council Members and Presentation of Certificates	Oath of Office <p>“I do solemnly swear (or affirm) that I will support, obey, and defend the Constitution of the United States and the Constitution of the State of Utah, and that I will discharge the duties of my office with fidelity.”</p> <p>The Oath of Office was administered to Zeb Wignall as Mayor, and to Yvonne Larsen, Nick Lyon, and Brad Wilson as members of the Sterling Town Council. Following the oath, each newly sworn-in official was presented with a Certificate of Membership in the Sterling Town Council.</p>

<p>ITEM 3 Recognition of Outgoing Town Council Members and Presentation of Certificates</p>	<p>The Mayor and Town Council presented Certificates of Appreciation to Tami Privett and Bryan Sullivan in recognition of their dedicated service and time served on the Sterling Town Council.</p>
<p>ITEM 4 Discussion/Concerns brought up by community members or council not be voted on</p>	<p>Sterling Mart – Amol Virdi</p> <p>Amol Virdi of Sterling Mart appeared before the Council to request an expedited copy of a current business license. Mr. Virdi explained that the existing building, constructed in the 1920s, contains asbestos and is experiencing structural settling. His plan is to demolish the building by the end of the month and rebuild, with the goal of reopening by summer 2026.</p> <p>Councilmember Yvonne Larsen confirmed that Mr. Virdi has paid for a 2026 business license. The business license was printed and provided to Mr. Virdi by Kris.</p> <p>The Council discussed next steps regarding what materials and information should be presented to Planning and Zoning moving forward.</p>
<p>ITEM 5 Discuss an application to the Permanent Community Impact Fund Board for a Water Project. Items to be discussed include: funding options, project scope, implementation schedule and its effects on residents.</p>	<p>Public Hearing – CIB Water Project Grant</p> <p>The public hearing on the CIB Water Project Grant began at 7:10 p.m.</p> <p>Mr. Fowles of Jones & DeMille Engineers presented information related to the Town of Sterling’s water master plan, which was completed approximately two years ago. He explained that the purpose of the presentation was to review the plan’s recommendations. Mr. Fowles noted that while much of the water system is functioning as intended, there are areas where the system is not in compliance and areas where safety concerns exist.</p> <p>Devan explained that the current system meets the majority of operational requirements. He reviewed the engineers’ recommendations, which are intended to improve efficiency and safety for the community. He noted that some pipes within the system are undersized and that, with the continual drought conditions experienced, it is important to improve efficiency by monitoring how much water is entering and leaving the system.</p> <p>Project Recommendations included:</p> <ul style="list-style-type: none"> ● Replacement of approximately 16,500 feet of pipe. The majority of the project involves replacing inadequate pipes. Approximately half of the replacement would occur from the water tank to the distribution system, serving as the main transmission line. The remaining portion would replace undersized pipes within the Town of Sterling. Existing 4-inch and 6-inch lines would be upgraded to 8-inch or larger to achieve target flow, improve system efficiency, and better support fire flow requirements.

- **Installation of meters.**

Meters would be installed to monitor water flow from the springs. A total of five meters are proposed: three at the tanks, one on the overflow, and one below the water tank that feeds the entire system. This would allow the Town to monitor water flow, particularly during peak demand periods, and retain data for future planning.

- **Upgrade of the SCADA system.**

The SCADA system, which electronically transmits meter data to a computer for monitoring, would be upgraded to improve system oversight.

- **Replacement of a PRV (Pressure Reducing Valve) on Palisade Road.**

The existing PRV has exceeded its service life and requires replacement. Upgrading this valve would allow for increased water flow while reducing the risk of damage to the system.

Mr. Fowles explained that this public hearing is a required component of the CIB funding process. The purpose is to receive public input so the Council can make an informed decision that reflects community concerns, questions, and support. He noted that the hearing is part of the overall grant application process.

Council and Public Comments:

- Councilmember Kim Killpack asked about the blue line shown below the tanks and requested clarification regarding pipe size. Mr. Fowles stated that this particular pipe is not a concern.
- Councilmember Yvonne Larsen asked where the meters would be placed. Mr. Fowles explained that there would be five meters total: three at the tanks, one on the overflow, and one below the tank to measure water leaving the system. This data would help identify high-flow periods.
- Councilmember Kim Killpack asked whether bids had been completed as part of the assessment. Mr. Fowles responded that the figures presented are projected costs, estimated at approximately \$2.8 million. He explained that the CIB would fund half of the project, with the remaining half financed through a 12-year loan at 2% interest.
- Community member Stacey Lyon expressed support for the project and asked how repayment would be structured.
- The Mayor stated that raising water rates would be inevitable but would not likely occur until 2027 or 2028. Mr. Fowles added that the bonding process takes time and that, realistically, implementation would be closer to the end of 2026.
- Community member Tami Privett asked whether a longer-term loan option might be available. Mr. Fowles stated this was good information to consider and research. He also noted that a vote was not required this evening and would

	<p>take place later once all necessary steps were completed.</p> <ul style="list-style-type: none"> • Councilmember Kim Killpack asked whether the project could be divided into two phases. Mr. Fowles stated he would gather additional information regarding loan options and phasing. <p>Motion: Councilmember Nick Lyon made a motion to close the public hearing. Councilmember Yvonne Larsen seconded the motion.</p> <p>Vote: The motion passed unanimously. The public hearing ended at 7:35.</p>
ITEM 6 Vote on CIB Community Impact Fund Board Water Project	This will be removed from the agenda until the CIB is approved and everything is in place to vote.
ITEM 7 Discussion/Updates on the Community Development Block Grant for the park project	CDBG Park Project Update Cade was unable to attend the meeting. The CDBG Park Project application has been submitted and will close at the end of January, at which time it will be reviewed. This agenda item may be removed for now and placed back on the agenda in March. The Town expects to receive notification of the results by the end of February, at which time award letters will be issued.
ITEM 8 Fraud Risk Assessment Update	This has been reviewed and completed.
ITEM 9 Approval of Minutes from the previous meeting	Approval of minutes from December 16, 2025.. Motion: Yvonne makes a motion to pass the minutes as presented from the Town Council Meeting on December 16, 2025. Kim seconds the motion. Vote: The motion passed unanimously.
ITEM 10 Report of Officers, Boards & Committees	Fire Chief Nick Lyon: Chief Lyon reported an increase in carbon monoxide (CO) calls. He noted that the Department's meters need to be replaced and emphasized the importance of having appropriate air-monitoring equipment to safely respond to these incidents. Chief

<p>Water & Roads</p> <ul style="list-style-type: none"> ➤ Council member Kim Killpack <p>Information Technology</p> <ul style="list-style-type: none"> ➤ Council member <p>Treasury, Town building rental, Cemetery, Parks, 24th July Celebration and Annual Santa Deliveries</p> <ul style="list-style-type: none"> ➤ Council Member Yvonne Larsen <p>Parks and Fire Depart</p> <ul style="list-style-type: none"> ➤ Mayor Zeb Wignall <p>Steering Committee, Budget, Taxes, Deputy Clerk</p> <ul style="list-style-type: none"> ➤ Council Member 	<p>Lyon stated that he has discussed this need with Mayor Wignall and will be presenting an invoice.</p> <p>Chief Lyon also reported that he has been in contact with other fire departments regarding potential government funding that may provide additional money for fireworks. Mayor Wignall stated that a separate contingency plan would be needed in the event of dry weather conditions. Chief Lyon offered the use of his hay field as a possible location and stated he is open to suggestions for a fireworks site. He explained that if fireworks are conducted outside city limits, they could be shut down by the County. Mayor Wignall suggested requesting permission from the church to allow people to park there to view the fireworks.</p> <p>Councilmember Yvonne Larsen: Councilmember Larsen reported that Ryan Fowles is experiencing a water leak. Although repairs were attempted and believed to be resolved, the meter continues to show a leak. Mr. Fowles has noted an area of unusually green grass and suspects the leak may be underground. Mayor Wignall stated that if the meter is registering usage, the leak would be on the property owner's side of the system rather than the Town's. The leak has reportedly been ongoing for over a year. A question was raised regarding whether the Town has a map of existing water lines.</p> <p>Cemetery: Councilmember Larsen reported that Richard Winkel has offered to plant apple trees along the cemetery on the North Bench. She also noted that there are several dead bushes in that area that should be removed.</p> <p>Councilmember Larsen reported on the Christmas Eve Santa visits and asked if there were any concerns. None were reported. She noted that with five Santas, the visits moved quickly and efficiently. She also presented a breakdown of the costs associated with the Santa visits. Tami Privett reminded the Council that a report can be printed from Pelorus to provide an accurate cost breakdown.</p> <p>Additional cemetery discussion included requests from residents who would like to sell back their cemetery plots but no longer have copies of their certificates. It was noted that the original cost was \$150, while the current ordinance lists the cost at \$250. This item will be added to a future agenda for discussion and a possible vote regarding the Town of Sterling buying back cemetery plots.</p> <p>Council Schedule: Due to Delegate Night, the Council agreed to meet on Wednesday instead of Tuesday for the upcoming meeting.</p> <p>Councilmember Kim Killpack: Councilmember Killpack asked whether crack sealing would be completed. Mayor Wignall stated that the Town plans to pursue chip sealing and will be sending out bids</p>
<p>ITEM 10</p>	<p>Payroll for the month of April</p>

Payment of Bills

- James C. Egnar \$2,088.71
- Yvonne V Larsen \$156.99
- Heather H Myers \$258.58
- Tamra D Privett \$180.08
- Kristina K. Winkel \$287.44

Total paid in payroll \$3,387.25

Bills paid on 1/20/2026

- Badger meter; cellular service for water meters. \$262.08*
- CentraCom; telephone and cell service. \$211.53*
- Central Electric Supply, lights for Adm building \$35.82
- CUHD water sample \$25.00
- Curtis Tools; annual water test flow, repairs by fire dept \$870.00, 1,326.90 Annual Water Flow Test*
- EcoLife outdoor treatment \$175.00*
- Jim Egnar; mileage reimbursement and/or tools rental reimbursement. \$236.10
- Enbridge Gas ' gas/heating for Fire/shop/ADM \$562.43*
- Gunnison Implement Co, belt for mower \$54.99
- Hales Sand & Gravel, Asphalt. \$533.12*
- LES Olsen IT; printing ink for ADM/Water \$53.00
- MAVERIK; gas for Kubota. \$49.71
- N. Sanpete Disposal: dumpsters and 2 garbage cans \$130.80 (includes May)
- Pelorus Methods, quarterly subscription for software support. \$800.00
- Rocky Mtn Power: Six Mile and Street Lights \$903.48
- Sanpete Sanitary Landfill Coop landfill expense fee \$406.80
- Scholzen Products, chlorine water test. \$89.60
- State Bank of Southern Utah, initial account set up. \$100.00
- Ut Dep of Workforce Service. Unemployment for JWilson \$29.08
- Valley Builders Inc, paint for blue steaks. \$52.36
- Zions Bank Visa; paper towels, postage and Ai subscription. \$163.88

\$

**Part or all was previously approved for payment in November. Due to some of the checks not being received, they were reprinted in January.*

Total bills paid \$.13,808.16.

	<p>Motion: Yvonne makes a motion to pay bills as presented. Kim seconds the motion.</p> <p>Vote: The motion passed unanimously</p>
<p>ITEM 11 Adjournment</p>	<p>Motion: Yvonne makes a motion to adjourn the council meeting. Nick seconds the motion.</p> <p>Vote: The motion passed unanimously</p> <p>Meeting adjourned at 8:20</p>

Minutes Approval			
By: _____	Date: _____	Attest: _____	Date: _____
Mayor Zeb Wignall		Kris Winkel, Clerk/Recorder	
Council Members Initials:			
Yvonne Larsen: _____, Kim Killpack: _____, Nick Lyon: _____, Brad Wilson: _____			