

Minutes of the Altamont Town Council Meeting: January 14, 2026

Meeting Details

- **Time:** 7:00 P.M.
- **Location:** 15588 West 4000 North, Altamont, Utah

Attendance

- **Council Members:** Scott Allen (Mayor), James Helms, Russell Sornson, and Mike Foy.
- **Agency Representatives & Staff:** Nate Ziles (Uintah Basin Association of Governments), Sheriff Travis Tucker (Duchesne County Sheriff's Office), Brandon Peck (Altamont Fire Department), Craig Kettle (Maintenance.), and Amanda Gardner (Town Clerk).
- **Residents and Invited Guests:** Jeannie Helms, Jake Helms, Lily Helms, Chris Baca, Jamie Winn, Cashe Winn, Oakley Foy, James Monsen, Dylan Ivy, Reilly Allen, Caitlyn Allen, Becca Allen, Phyllis Price, Liley Allen, Jenni Thompson, Braxton Winn, and Carson Winn.

1. Opening Procedures (7:01)

Administration of the Oath of Office Town clerk Amanda Gardner administered the Oath of Office to the newly elected and returning council members.

Annual Conflict of Interest and Code of Conduct

Following the swearing-in ceremony, all members executed the annual ethics pledges and conflict of interest disclosure forms. Amanda noted that these documents are maintained as public records and are available for review on the official town website.

Approval of Minutes

The Council reviewed the minutes from the previous session held in November. Mayor Allen invited a motion for approval.

Russell Sorensen moved to approve the minutes as presented, and James Helms provided the second. The motion was carried unanimously.

2. Financial and Administrative Business (7:08)

Certificate of Deposit (CD) Renewal Strategy

The Council evaluated the renewal of two maturing Certificates of Deposit associated with the General and Cemetery accounts. These funds are designated as "savings-style" assets, intended for long-term interest accumulation rather than immediate operational liquidity. The Council determined that a 24-month term maximized the town's return on investment.

Account Type	Previous Term	Approved New Term	Approved Interest Rate
General Account	18 Months	24 Months	4.20%
Cemetery Account	30 Months	24 Months	4.20%

Community Advisor Program Presentation Nate Ziles of the Uintah Basin Association of Governments (UBAOG) provided a briefing on the Community Advisor Program, a state-funded initiative for municipalities lacking a full-time city manager.

- **Available Services:** The town may access free technical assistance for grant writing, ordinance drafting, policy development, and website maintenance.
- **Pending Grants:** UBAOG has submitted a Technical Planning Assistance (TPA) grant application to UDOT to fund a new General Plan for the town.
- **GIB Seminar:** A training seminar for newly elected officials is scheduled for **April 1, 2026, from 3:00 P.M. to 8:00 P.M.** at the Uintah Conference Center. The curriculum covers budgeting, GRAMA laws, and the respective powers of mayors and council members.

3. Public Hearing: Community Impact Board (CIB) Funding for Fire Apparatus(7:16)

Russell Sorensen made a motion to exit the town meeting and enter the public hearing. Mike Foy Seconded the motion, and it passed unanimously. (7:16 p.m.)

Mayor Allen opened a public hearing to discuss the critical need for infrastructure investment to maintain public safety standards. The acquisition of modern fire suppression equipment is prioritized due to the advancing age and mechanical unreliability of the current fleet. A fact sheet was read and handed out to the public.

Fire Truck Acquisition Proposal The proposal involves the purchase of a **2026 Freightliner "Type 3" fire engine**. This apparatus is specifically designed for wildland-urban interface firefighting, featuring "pump and roll" capabilities that allow for water discharge while the vehicle is in motion. This technology represents a significant upgrade over the town's existing 29-year-old engine, which has required multiple rebuilds and no longer meets reliable service standards.

Project Funding and Fiscal Mandate The project is being developed in collaboration with Jeramie Tubbs. The estimated cost is between **\$550,000 and \$633,000**, including approximately 15,000–20,000 for required hoses and fittings.

- **Scenario A:** 100% Grant funding via the CIB.
- **Scenario B:** A 93–95% grant match, with the remainder covered by town cash reserves.
- **Fiscal Assurance:** The Council explicitly mandated that no property taxes or utility rates shall be increased to fund this acquisition.

Public Comment Brandon Peck emphasized that Type 3 engines are the industry standard for structure protection during large-scale wildfires and noted their potential for revenue generation through deployments. Sheriff Tucker confirmed the necessity of reliable equipment for the region. The Council noted that Duchesne County Emergency Management has expressed interest in purchasing the town's retired engine, which would further offset matching costs. Hearing no further comments, Mayor Allen closed the public hearing.

Russell Sorensen made a motion to exit the public hearing and reenter the town meeting. Mike Foy Seconded the motion, and it passed unanimously. (7:29 p.m.)

Formal Action Russell Sorensen made a motion to proceed with the CIB application. Mike Foy seconded the motion, and it passed unanimously. (7:30 p.m.)

2. Fire Department(7:31)

Legislative Action: Wildland-Urban Interface (WUI) Resolution

The Council reviewed requirements under Utah House Bill 48, which mandates local compliance with state-mandated wildfire resilience mapping. Adopting this regulatory framework is a proactive measure to ensure long-term insurance stability for residents.

Adoption of Resolution (HB 48) Mayor Allen read the resolution adopting the Wildland-Urban Interface code and official mapping. While Altamont is largely designated as "low risk," specific areas including **Blue Bench, Talmage, and Yellowstone** contain pockets of higher risk.

- **Strategic Impact:** Adopting the mapping now creates a framework for future development and protects the community from insurance policy cancellations or rate hikes that could result from non-compliance with state safety standards.

Formal Action Russell Sornson moved to adopt the resolution as read; James Helms provided the second. The motion passed unanimously. (7:33)

Fire Department Update Brandon Peck provided a supplemental report on department assets. The department is getting quotes for a new rescue truck flatbed; the current flatbed was donated by EP and is out of room. requires outfitting at an estimated cost of 15,000–17,000. The newest truck the department has is a 2011. Additionally, the department will need to budget for new personal protective equipment (turnouts) this coming summer.

5. Property Management(7:38)

Building Improvements Upgrades were requested for the ambulance shed to enhance security and facility longevity.

- **Security:** Due to the storage of Supplies, the Council discussed installing CCTV and replacing a failing 30-year-old keypad entry system.

- **Maintenance:** Requirements include interior painting and trim repair.

- **Funding Split:** The Mayor proposed that the Town fund the physical building repairs, while Uintah Basin Medical Center should be responsible for the security electronics.

Community Relations "Trailer Court" Code Enforcement the Council addressed substandard conditions and repeated code violations at a local trailer park. Sheriff Tucker noted that while criminal activity is monitored, the primary issues are civil and ordinance-based.

- **Legal Strategy:** The Council will initiate a formal "paper trail" by sending certified letters to the Spring City-based owner regarding specific violations. This documentation is a prerequisite for further legal enforcement or citations.

- **Future Oversight:** The Council is considering hiring a part-time ordinance officer to manage weed control and housing standard compliance.

Cemetery Boundary and Irrigation Agreement

The Council is finalizing a land trade with property owner Shane Rolling. The agreement trades a portion of town land unsuitable for burials for a corresponding parcel that aligns the cemetery fence with legal boundaries. This trade secures a **permanent easement** for the right-of-way to the pond, ensuring the town's continued access to irrigation water for the cemetery.

6. Governance and Council Vacancies

Council Resignations and Appointment Process

The Council formally accepted the resignation of Council Member Glen Jessen, who is no longer eligible to serve following a move outside town limits.

- **Procedure:** The vacancy will be advertised immediately. Interviews are scheduled for the February meeting. Eligible candidates must be registered voters and have resided within Altamont town limits for at least one year.

- **Candidate Interest:** It was noted for the record that Chris Bacca has expressed a formal interest in the vacancy.

Council Portfolios Assignments for the following portfolios will be finalized once the Council reaches its full five-member capacity:

- Cemeteries, Utilities, Roads, and Parks.
- Financial Review (State-mandated bank statement oversight).
- Wastewater Operations (Requires a certified manager by December 31, 2026).

7. Adjournment and Future Schedule

To accommodate the mayor's schedule and the vacancy interview process, the February meeting has been rescheduled.

- **Next Meeting: Wednesday, February 18, 2026, at 7:00 P.M.**

Adjournment Mike Foy moved to adjourn the meeting, and James Helms provided the second. The meeting was officially adjourned following the conclusion of the evening's business. (8:08)

Read and approved this 18 day of February, 2026