



Meeting Minutes
Regular Meeting of the Henefer
Town Council
February 3, 2026 7:00 P.M.

Henefer Town Office 150 West Center Street, Henefer, UT 84033

Meeting Minutes

Council Persons Present: Mayor Kay H. Richins, Alec Deru, Steven Dallin.

Council Persons Absent: Chad West, Rush Hotchkiss

Staff/Personnel Present: Elizabeth Breitenbeker, Ashlee Vernon, Mason Kjar, Ty Bailey

Visitors Present: Jim and Barbara Brooks, Kaitlyn Hale, Kody Bland, Gregg Anderson, Kevin and Valerie Beenfield, Karen West, Wade Kellems

I. Opening Ceremony

A. Call to Order

A quorum being present at the Town Hall, 150 West Center Street, Henefer, UT 84033, the meeting of the of the Henefer Town Council was called to order at 7:01 P.M.

B. Legislative Prayer was offered By Elizabeth Breitenbeker

C. Pledge of Allegiance Led by Kody Bland

II. Discussion Items

A. Business License for Summit Garage Doors LLC

Audio Time 2m

Jason Stolle explained his part time business repairing both residential and commercial garage doors

Action:

Mayor Kay Richins called for a motion to approve the business license for Summit Garage Doors LLC. Steve Dallin made a motion to approve the business license for Summit Garage Doors LLC. Alec Deru seconded the motion. Passed Unanimously. Absent: Chad West, Rush Hotchkiss

B. Business License for Iron Creek Kids Co. LLC

Audio Time 6m

Kaitlyn Hale explained she sells her own brand of clothing, all of which is retailed online.

Action:

Mayor Kay Richins called for a motion to approve the business license for Iron Creek Kids Co. LLC. Steve Dallin made a motion to approve the business license for Iron Creek Kids Co.

LLC. Alec Deru seconded the motion. Passed Unanimously. Absent: Chad West, Rush Hotchkiss

C. Audit Report by Kody Bland with Richey May

Audio Time 9m

Kody reported on town accounts. He mentioned there was the same amount of inflow as outflow in the general funds. The sewer fund had a decrease, but all the other funds had an increase. He reported on budgetary compliance. The sewer and secondary water fund actual expenditures exceeded budgeted expenditures. The town will be mindful of that going forward. There is a new requirement from Utah state which requires document support for answers going forward which the town will prepare for the next audit.

D. Beenfield Annexation

Audio Time 16m

Kevin Beenfield reviewed the annexation request history. He described the changes in the subdivision boundary lines. He will do the boundary line adjustment with the county first. Council gave unofficial opinions.

E. Water Conservation

Audio Time 31m

Kay Richins asked Council if they have any ideas about conserving water. He commented we should be conscious and conserve as much as we can. One idea was giving residents an incentive to be more conservative. More will be discussed at a later time.

F. Town Property Lease Bids

Audio Time 34m

Discussed lease bid for old dump. The property has no water access. The town does not do any maintenance on that property. The lease holder is responsible for upkeep. It's a 5 year lease. The town will open that property up for bid. Minimum bid must be \$50.

G. Secondary Water Preparation

Audio Time 45m

What is required of the homeowner was discussed. Having the parts residents will need at the town office for residents to purchase was discussed. Kay Richins mentioned council member Chad West will be taught how to run the secondary water pump. Residents will need to get the secondary water hook up inspection done to ensure there is no cross contamination. Steve Dallin read the inspection application aloud. Kay Richins showed the secondary water meter and equipment.

H. Overdue Water Bills

Audio Time 1hr

10% of homes in town have an overdue utility bill totaling at about \$29,000. Some are years delinquent; some are just a few months delinquent. A suggested idea was encouraging residents to set up auto pay. Council discussed a time limit for delinquent bills until residents' water gets shut off. Mason Kjar suggested the town gives multiple different ways to communicate to the resident their bill is overdue before the water is shut off. Ty Bailey suggested to put a dollar amount required on residents' bills showing the town is willing to work with them if the resident is putting in an effort to pay. Council decided to start with a warning letter for those residents. Payments must be made within 30 days to ensure the water will not be turned off.

III. Public Comment

Audio Time 1hr 27m

Jim Brooks is concerned that the knowledge and experience the men that were helping with the town water and sewer systems have will be gone once they retire from helping. Kay Richins assured him council members Alec Deru and Chad West are being trained.

IV. Action

A. Approve zoom meeting policy

Audio Time 1hr 51m

The policy explains the procedure town council meetings will follow when offering a zoom link, that of which gives the opportunity for residents to view the meeting online, however, no comments will be allowed over zoom.

Mayor Kay Richins called for a motion to approve the zoom meeting policy. Steve Dalin made a motion to approve the zoom meeting policy. Alec Deru seconded the motion. Passed Unanimously. Absent: Chad West, Rush Hotchkiss

V. Review of January 6, 2026 Town Council Meeting Minutes

Audio Time 1hr 31m

Mayor Kay H. Richins called for a motion to approve the January 6, 2026 Regular Town Council Meeting Minutes with corrections. Alec Deru made a motion to approve January 6, 2026 Regular Town Council Meeting Minutes with corrections. Steve Dallin seconded the motion. Passed Unanimously. Absent: Chad West, Rush Hotchkiss

VI. Mason Kjar – Legal Counsel Training

Audio Time 1hr 36m

Mason explained that currently in Utah there is tension between the Judicial and Executive branches. He explained the judiciary process. Utah recently signed into law a new bill that increased the size of the Supreme Court from 5 to 7. He explained Utah's judicial appointment system and how judges are not voted in, they are appointed, as well as the policy considerations behind that framework. He encouraged council members to look further into the various bills that are currently moving through the legislature and become more informed about them, because they could have a large effect on Utah's judiciary, and potentially affect the quality of the appointment system.

VII. Reports by Council Members and Staff

Audio Time 1hr 55m

Alec Deru: He needs and will make another copy of the key to the Franklin Canyon gate.

Kay Richins: He is working on getting the TST (transportation sales tax) to benefit the town.

Steve Dallin: The Coalville Firestation has 4 full-time employees and Wanship has 2. The Henefer station will begin renovation soon.

At 9:04 P.M. Councilperson Alec Deru moved to adjourn the meeting. Councilperson Steve Dallin seconded the motion. Motion passed by unanimous vote (3-0)
Absent: Chad West, Rush Hotchkiss

Rush Hotchkiss – Parks
Chad West – Water and Sewer Utilities
Alec Deru – Water and Sewer Utilities

Steven Dallin – Cemetery
Mayor Kay H. Richins – Streets
Ty Bailey