



**TOWN OF MANILA REGULAR MEETING  
SENIOR-COMMUNITY CENTER  
165 E HWY 43  
FEBRUARY 12, 2026, AT 5:30 P.M.**

**REGULAR MEETING CALLED TO ORDER:** Mayor Kathi Knight called the Regular Town Council meeting to order at 5:34 pm.

**PRESENT:** Mayor Kathi Knight, Council Members Debbie Brown, Sarah Mraz-Ealy, and Bill Rylander, and Deputy Clerk Kourtney Hawks.

**GUESTS:** Gary Pallesen, Gareth Powell, Todd Hurd, Jerry Slaugh and Jeff McCarty with Sunrise Engineering, Rod Alexander, and JR Brown, Nancy and Clark Olsen.

**EXCUSED:** Councilmember Gretchen Northcott.

**CONSENT CALENDAR:** Councilmember Brown moved to approve the consent calendar consisting of payroll hours, the budget worksheet, invoice register, transaction register, revenue analysis, aging report, prior month reconciliations, and previous minutes. Councilmember Mraz-Ealy seconded the motion.

**Vote:** All were in favor. The motion carried.

RESULTS: APPROVED

AYES: MAYOR KNIGHT, COUNCIL MEMBERS RYLANDER, MRAZ-EALY, AND BROWN

**LIGHTING ORDINANCE:** Mayor Kathi discussed the proposed Lighting Ordinance. She explained that a draft of the ordinance has been prepared and is being presented as a proposal for review. Council members are asked to examine the draft and either provide feedback or be prepared to discuss it further at the next meeting.

She emphasized that this issue is becoming increasingly important as new development continues, particularly along Dry Creek Lane. The lighting in that area has become intrusive and is negatively impacting the community's night skies.

Mayor Kathi noted that many other communities have already adopted lighting ordinances. Some of these ordinances are quite extensive, up to 20 pages long, detailing specific requirements down to individual lighting fixtures. While the intent is not to create regulations that are overly restrictive, the goal is to take reasonable steps to preserve the community's dark skies, as many communities are steadily losing this valuable natural resource.

**FIREWORKS ORDINANCE:** Mayor Kathi discussed the proposed Fireworks Ordinance. She noted that the ordinance is scheduled to move forward to a public hearing for possible adoption. The ordinance is straightforward and places the decision-making authority with the Fire Chief, who has direct access to guidance from the State Fire Marshal. Last year, the town followed the Fire Marshal's recommendations, and the intention is to do the same again this year. Given current



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water shortages, Mayor Kathi expressed concern that fireworks could present an increased fire risk.

The proposed ordinance essentially formalizes that the town will follow the State Fire Marshal's recommendations regarding whether fireworks are permitted.

Additionally, the ordinance would allow fireworks displays to take place at the rodeo grounds. However, if a rodeo event is scheduled, it would take precedence over any fireworks display. The rodeo grounds are considered a safer location because there is minimal vegetation and no nearby homes that could be endangered by fireworks. The ordinance will proceed to a public hearing in the near future.

**FORSGREN ASSOCIATES INC. PRESENTATION:** Mayor Kathi introduced Todd Hurd, Division Manager of the Edmonton office of Forsgren Associates. Todd stated he has been with the company for nearly 35 years and specializes in municipal infrastructure, including water, sewers, roads, and sidewalks.

He introduced additional key personnel:

- **Jason Broom**, Division Manager of the Salt Lake office (unable to attend). Mr. Broom has more than 30 years of experience and specializes in water and wastewater treatment facilities, having worked on over 30 treatment plants across Utah, Idaho, Wyoming, and Colorado.
- **Benjamin Jordan**, the firm's groundwater and well specialist, licensed in Wyoming, Idaho and Utah, with extensive experience in well design, drilling oversight, and rehabilitation.
- **Gareth Powell**, a senior engineer in the Edmonton office with 26 years of field experience and 10 years with Forsgren, specializing in water resources and municipal infrastructure.

**Water Treatment Plant Costs:** Mayor Kathi asked about potential costs for constructing a water treatment plant. Gareth Powell referenced ongoing work with the City of Douglas, Wyoming, which is planning a 2-million-gallon-per-day surface water treatment plant. Estimated costs range from approximately \$21.7 million to \$34.5 million, depending on final configuration and treatment processes. He explained that treatment requirements are highly dependent on source water quality and regulatory standards.

Mayor Kathi noted that a county commissioner had suggested pursuing a treatment plant to allow use of water from Longs Park, prompting her initial research into comparable projects.



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**Wells 1, 2, and 3 Water Assessment:** Benjamin Jordan reviewed the Town's Wells 1, 2, and 3 water supply and explained that Wells 1 and 2 in Sols Canyon draw from the Weber sandstone formation, which has limited recharge due to geology and changes caused by the reservoir pipeline bypassing the formation. He noted that water levels in the wells have dropped significantly since they were drilled, reducing available drawdown and causing operational issues that affect well efficiency. Well 3 has also experienced a notable decline in water levels, indicating the aquifer is being depleted faster than it is recharged. Ben stated the Town may need to explore additional or deeper wells in other locations or formations and consider diversifying water sources, as new wells near the existing ones could further reduce their productivity. He also noted that infrastructure costs for new wells and pipelines could be substantial.

Benjamin Jordan outlined possible next steps:

1. Conduct comprehensive aquifer evaluation using pump test data and SCADA records.
2. Estimate recharge rates based on precipitation and outcrop area.
3. Evaluate additional well locations, potentially targeting Paleozoic limestone formations rather than concentrating all supply in Weber Sandstone.
4. Consider smaller supplemental wells to diversify supply.
5. Develop short-, mid-, and long-term water supply planning strategies.

He cautioned that extending infrastructure, pipelines and three-phase power, to new well locations could cost \$1.25 million or more, depending on distance and terrain.

**Growth and Infrastructure Concerns:**

Mayor Kathi expressed concern about balancing development pressures with infrastructure capacity. Pending and proposed developments include:

- A 155-unit condominium project
- A 40-lot subdivision
- An additional 18-lot development

She stated that while growth is encouraged for economic sustainability, current infrastructure limitations, particularly water supply, may not support the proposed expansion. A new sewer lagoon is already underway to address wastewater needs.

Ben emphasized the importance of a phased, data-driven planning approach and warned against attempting large-scale capital projects without clear financial and supply strategies.

Ben concluded his presentation with acknowledgment that the town faces complex water supply challenges involving aquifer depletion, infrastructure limitations, financial constraints, and growth pressures. Forsgren recommended developing a comprehensive water supply and infrastructure plan with phased implementation steps to guide future decisions.



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**PINNACLE UPDATE:** Jeff McCarty with Sunrise Engineering provided an update regarding the Pinnacle developer's agreement application. Jeff reported that the developer has submitted the previously missing components of their application. The additional materials were received yesterday, Wednesday, February 11th. Aaron and Gabby with Sunrise Engineering will review the submission to verify that all required documentation has been provided and that the information is complete and accurate. The materials will also be forwarded to Kathy for review. It was noted that the project is now in the final stages of the review process, pending confirmation that all required elements have been properly submitted.

**Phase One Unit Clarification:**

Discussion followed regarding the number of units included in Phase One of the development. Councilmembers raised questions concerning:

- Whether Phase One consists of 22 or 24 units.
- Whether existing units currently on site are being counted as part of Phase One.
- Whether the existing units will be removed once the new Phase One units are constructed.
- Whether completion of Phase One would result in a total of 44 units remaining on site, or if the original units are intended to be temporary and removed after construction of the new units.

It was noted that at a previous meeting, it was understood that the initial 22 units would be used for housing builders during construction of the next phase, and that those original units would be removed once the new units were completed. However, clarification is still needed regarding the exact number of units proposed and the intended timeline for removal, if applicable. Jeff stated that he did not have the specific unit numbers available at the time of discussion but confirmed that the primary focus at this stage is ensuring the completeness of the submitted application materials.

**Next Steps:**

Aaron and Gabby will:

1. Review the newly submitted materials for completeness and accuracy.
2. Confirm compliance with application requirements.
3. Provide the materials to Kathy for additional review.

Further clarification regarding Phase One unit counts and the status of any temporary units will be addressed once staff review is complete.

**WELL IMPROVEMENT UPDATE:** Jeff McCarty provided an update on the Town's well system and ongoing evaluation of water supply capacity. He reported that he spoke with Gary and Widdison regarding recommended improvements to Well No. 3. Widdison agreed with the proposed next



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steps, which include conducting pumping tests at varying rates and intervals to measure drawdown and determine the wells' reliable production capacity in order to avoid over-pumping.

Jeff stated the Town has also begun reviewing available water usage data to better understand system demand. While there have been concerns in recent years about potentially running out of water due to lower precipitation, the Town has not experienced actual shortages. Preliminary data suggests the system may be using significantly less water than previously estimated, and it may be advisable to collect additional data before proceeding with drilling a new well.

Mayor Kathi noted concerns about ensuring adequate water supply for potential larger developments in the future. Jeff explained that the State prefers several years of accurate data from meters located at water sources and tanks to determine system capacity. Billing records only reflect water at the end of the system and do not account for potential water loss within the distribution system.

The Town Council, Jeff, Gary discussed replacing the meter located below the one-million-gallon storage tank, which would measure the total amount of water entering the distribution system and help identify system losses. Replacement of the meter is estimated to cost approximately \$8,000–\$10,000 and may be completed using Neptune equipment compatible with the Town's monitoring system. Council also discussed the possibility of using remaining well project funds to cover the cost.

Jeff stated that improving system monitoring will provide better data for future planning and help determine whether additional wells or infrastructure will be necessary. He noted that current information suggests there is no immediate need for alarm regarding the Town's water supply, but continued data collection and system improvements will help guide future decisions regarding additional wells or infrastructure.

**SUNRISE ENGINEERING UPDATE:**

**Ylincheta & Green Acres Sewer Line Easements:** Jeff McCarty updated the Council on discussions regarding the sewer line easements for the Ylincheta and Green Acres areas. He reported that communication has continued with Ryan Fairbanks, and the next likely step will be to prepare a formal offer for one of the easements to provide the property owner with a specific proposal to consider.

Mayor Kathi noted that if further negotiation or detailed discussion is required, the Council will likely need to hold a Special Session to address the matter. Jeff also stated that documentation outlining the approximate lengths and acreages of the proposed easements had been provided to the County assessor to assist in obtaining a valuation estimate.



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Further updates will be provided as the process moves forward.

**RV Dump Station, Lagoon Improvements, and Infrastructure Projects:**

Jeff McCarty provided an update on several ongoing public works and infrastructure projects.

Jeff reported that a pre-construction meeting for the RV dump station and lagoon improvement project was held just prior to the Council meeting. He stated that the meeting went well and that the contractor is enthusiastic about beginning work. The contractor is expected to begin mobilizing equipment on Monday, following the issuance of the Notice to Proceed dated February 23, which marks the start of the project's 120-day construction timeline.

Based on that schedule, the contractor is projecting a completion date of June 23. Jeff noted that if progress continues at the current pace, the project could potentially be completed ahead of schedule. He also emphasized that the RV dump station has been prioritized so it can be completed as early as possible and begin generating revenue, particularly ahead of upcoming holidays.

Jeff informed the Council that surveyors have been onsite staking the project area for construction and will likely continue working in the area in the coming days. Jeff also reported that he plans to meet with USDA representatives to confirm whether funding has been secured for the proposed screen structure project at the lagoon. USDA staff indicated there may be potential grant funding in the range of \$35,000 to \$50,000. The grant would help fund a study needed as part of the construction application process to determine and document the necessity of the screen structure.

Jeff explained that the purpose of the screen structure is to prevent large debris from entering the lagoon system. Items such as rags, diapers, "flushable" wipes, and other materials occasionally make their way into sewer systems. The screen structure would stop these materials before they reach the lagoons. Currently, Public Works staff must manually clean debris, particularly wipes, from the existing screen each week, which is an unpleasant and labor-intensive task. An automated system would help address this issue, though mechanical systems are more expensive than manual ones.

Regarding stormwater improvements, Jeff reported that the project remains under consideration by the Natural Resources Conservation Service (NRCS). While NRCS has expressed interest in assisting the Town, funding has not yet become available. The agency



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typically reviews potential funding opportunities annually, with a possible update expected in May. If funding becomes available, the Town is on the list to begin the process.

Finally, Jeff provided an update on the Lead and Copper Rule compliance requirements. The State has secured funding and hired a contractor to assist water systems with identifying unknown service laterals. Under new EPA requirements, all public water systems must maintain an inventory identifying the material of each service line. Because records are incomplete for many older connections, contractors may need to excavate small inspection holes (potholing) to verify the material used. Jeff noted that it is highly unlikely that lead service lines exist locally, but the inspections are necessary to officially confirm compliance with federal requirements.

**BUILDING UPGRADE UPDATE:** Gary provided an update to the Town Council regarding the ongoing Town building upgrades. Gary reported that the ADA bathroom improvements are progressing. The plumbing and fixtures are being installed, and the vanity has recently been delivered. Countertops are also ready and expected to be installed soon. At the time of the meeting, the bathroom was partially functional, but final installation of fixtures and finishes is still underway.

The project is currently awaiting drywall installation, which is scheduled to begin around February 17th. Once the drywall work is completed, remaining finishing work can move forward, including painting and other interior finishing tasks.

Gary also reported that electrical upgrades have been completed, including installation of Cat6 cabling throughout the building.

Overall, the remaining work includes drywall installation, finish work, and carpet installation. If progress continues as expected, Gary estimated that the project could be completed by the end of March.

**PUBLIC WORKS UPDATE:**

**Road Base Material:** Gary provided an update to the Council regarding road maintenance and the acquisition of road base material.

Gary reported that the Town has been offered black base road material from the Wyoming Department of Transportation (WYDOT) located near County Road 1 between Manila and Green River. WYDOT has agreed to provide the material to the Town at no cost, though the Town will be responsible for hauling, spreading, and compacting it.



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Gary explained that there is an estimated 5,000 to 7,000 tons (or yards) of material available. The Town has been coordinating with WYDOT staff, and it was indicated that WYDOT may be able to assist by blading the material and potentially allowing the Town to use a roller for compaction.

Mayor Kathi plans to attend the upcoming County Commission meeting to request assistance from the County with hauling and rolling the material. If the County is unable to help, the Town may need to contract hauling services. Based on preliminary estimates, hauling approximately 5,000 yards of material could require roughly 350 truckloads, with an estimated total cost of around \$83,000 if the Town must cover all hauling expenses.

Council discussed that the Town has road funds that have been saved over several years, which could potentially be used to cover these costs if necessary.

Gary stated that if the full amount of material is hauled, the Town plans to prioritize improvements on Third, Fourth, and Fifth Streets, with the possibility of addressing additional streets if sufficient material remains.

Council members also discussed the possibility of using county trucks and drivers due to insurance and CDL requirements, as well as potential cost savings by contracting with trucking companies from the Green River area, which may offer lower rates than local providers.

Gary emphasized that obtaining the material itself at no cost provides a significant savings opportunity for the Town, and staff will pursue the most cost-effective option for transporting and installing the material.

**MAYOR'S UPDATE:** There were no new updates.

**PUBLIC COMMENT:** There was no public comment.

**EXECUTIVE SESSION:** There was no correspondence.

**ADJOURNMENT:** Councilmember Rylander motioned to adjourn the regular council meeting. Councilmember Brown seconded the motion. All were in favor. The motion passed. Mayor Kathi adjourned the meeting at 6:56 pm.

  
Kathi Knight, Mayor



  
Jennifer Allphin, Town Clerk