

ESCALANTE CITY COUNCIL MEETING
MARCH 17, 2026
REGULAR MEETING/ELECTRONIC MEETING - 6:00 P.M.
ESCALANTE CITY COUNCIL CHAMBERS - 65 NORTH CENTER STREET.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE: By Invitation
3. ADOPTION OF THE AGENDA
4. APPROVAL OF MINUTES
- 4.1 Minutes of March 3, 2026 regular meeting. **TAB 1**
5. PUBLIC COMMENT
Time has been set aside for the public to express their ideas, concerns, and comments on items NOT on the agenda (two minutes maximum).
6. PLANNING AND ZONING ITEMS
- 6.1 Planning and Zoning Updates
7. SCHEDULED ITEMS
- 7.1 Ben Welch - Canyons of Escalante RV Park Business License Late Fee Waiver **TAB 2**
8. DEPARTMENT REPORTS
- 8.1 ADMINISTRATIVE
- 8.2 PUBLIC WORKS DEPARTMENT
- 8.3 FIRE DEPARTMENT
9. COUNCIL REPORTS
- 9.1 MAYOR MELANI TORGERSEN
Employees, Cemetery & Fire Department
- 9.2 COUNCIL MEMBER CHAD LYMAN
Water
- 9.3 COUNCIL MEMBER LENZA WILSON
Airport
- 9.4 COUNCIL MEMBER RYAN COTTAM
Streets & Storm Water Drainage
- 9.5 COUNCIL MEMBER MARLENE STOWE
Building, Parks & Recreation, Main Street & Clinic
- 9.6 COUNCIL MEMBER SALLY ORME
Sanitation & Landfill
10. UNPAID BILLS **TAB 3**
11. CLOSED MEETING
12. ADJOURNMENT

If necessary a closed meeting may be held in accordance with the Utah Code 52-4-205.
In compliance with the Americans with Disability Act, individuals needing special accommodations during the meeting should notify Stephanie Steed, City Recorder at (435) 826-4644 at least 48 hours prior to the meeting

Join Zoom Meeting

<https://us04web.zoom.us/j/9529882858?pwd=TG1EeWRobU54SS9xWStoRXRIUHVidz09>

Meeting ID: 952 988 2858

**ESCALANTE CITY COUNCIL MEETING
MARCH 3, 2026
PUBLIC HEARING/ELECTRONIC MEETING 6:00 P.M.
REGULAR MEETING/ELECTRONIC MEETING – 6:00 P.M.
ESCALANTE CITY COUNCIL CHAMBERS - 65 NORTH CENTER**

Mayor Melani Torgersen called the meeting to order at 6:00 p.m. in the Escalante City Council Chambers.

Present at said meeting were Mayor Torgersen, Council members Ryan Cottam, Sally Orme, Lenza Wilson, Marlene Stowe, Chad Lyman and City Recorder Stephanie Steed. City Attorney Barry Huntington joined electronically.

Also present were Nate Lyman, Bill Weppner, Jennifer Thomas, Terry Brennon and Julie Brugger.

Mike Stewart joined electronically.

Mayor Torgersen led the Pledge of Allegiance.

ADOPTION OF THE AGENDA

Council member Orme moved to adopt the agenda as written. Council member Lyman seconded the motion. Motion carried with Council members Stowe, Lyman, Wilson, Orme and Cottam voting aye.

APPROVAL OF THE MINUTES OF FEBRUARY 17, 2026 MEETING

Council member Wilson moved to approve the minutes of the February 17, 2026 meeting as written. Council member Stowe seconded the motion. Motion carried with Council members Wilson, Orme, Lyman, Stowe and Cottam voting aye.

OPEN PUBLIC HEARING

Council member Orme moved to open the public hearing at 6:01 p.m. Council member Lyman seconded the motion. Motion carried with Council members Cottam, Orme, Lyman, Stowe and Wilson voting aye.

ORDINANCE 2026-01 - AMENDING ESCALANTE CITY BUSINESS LICENSE CODE 3.004.030 B, C AND D APPLICATION FOR LICENSE

City Recorder Steed explained the amendments to the Business License Code will streamline the licensing process by allowing either the Business License Official or the City Council to approve applications. City Recorder Steed said this change will reduce waiting times for business owners. Mayor Torgersen asked if there were any questions or concerns from the public.

There were no questions or comments from the public.

CLOSE PUBLIC HEARING

Council member Stowe moved to close the public hearing at 6:03 p.m. Council member

Wilson seconded the motion. Motion carried with Council members Lyman, Stowe, Orme, Cottam and Wilson voting aye.

DECISION ON ORDINANCE 2026-01 - AMENDING ESCALANTE CITY BUSINESS LICENSE CODE 3.004.030 B, C AND D APPLICATION FOR LICENSE

Council member Orme moved to adopt Ordinance 2026-01. Council member Cottam seconded the motion. Motion carried with Council members Orme, Stowe, Cottam, Wilson and Lyman voting aye.

PUBLIC COMMENTS

JENNIFER THOMAS

Ms. Thomas from the Escalante District Ranger's office announced that staff will visit every second and fourth Thursday to sell fuel wood permits, with plans to implement online sales and accept credit cards in the future .

PLANNING AND ZONING ITEMS

PLANNING AND ZONING UPDATES

TERRY BRENNAN - REMODEL FOR RESTAURANT - 480 WEST MAIN - C/R

Council member Stowe explained this item is a restaurant remodel at 480 West Main, which involves interior renovations and the addition of restaurant equipment and a fire suppression system. Council member Stowe said this item meets all requirements and Planning and Zoning has recommended it to the Council for approval. Council member Stowe moved to approve the Municipal Project Approval Form for Mr. Brennan. Council member Orme seconded the motion. Motion carried with Council members Wilson, Stowe, Cottam, Orme and Lyman voting aye.

SCHEDULED ITEMS

IRIT REED, SLICKROCK GALLERY - BUSINESS LICENSE - 280 E MAIN.

City Recorder Steed explained this license and said it meets all requirements.

Council member Wilson moved to approve the business License for Slickrock Gallery.

Council member Lyman seconded the motion. Motion carried with Council members Lyman, Stowe, Cottam, Orme and Wilson voting aye.

ESCALANTE CITY PARK PROPERTY BOUNDARIES - MULTIPLE LOT LINE ADJUSTMENTS/QUITCLAIMS

Nathen Lyman, representing Garkane Energy, informed the Council that Garkane is purchasing land from Dan Reeder and needs to clarify the lot lines. Garkane's surveyor, Mike Stewart, explained that this would necessitate lot line adjustments for several properties, including those belonging to Dan Reeder, Garkane Energy, and Vicki Mercer. Mr. Stewart said these adjustments will involve deeding over small parcels of land to match the existing fence line. Mr. Stewart also noted a discrepancy in the City Park property boundaries dating back to a 1988 survey.

City Recorder Steed confirmed her understanding that Mr. Stewart will prepare and furnish all required lot line adjustment documents, including those concerning Dan Reeder, Garkane Energy, and Vicki Mercer, for City approval and signature, at no expense to the City. Mr. Stewart confirmed that these adjustments would also encompass cleaning up a section of 500 West and the west side of the City Park, and all documentation will be provided to the city for signing at

no charge. **Council member Wilson moved to move forward with the lot line adjustments as presented. Council member Cottam seconded the motion. Motion carried with Council member Orme, Stowe, Cottam, Wilson and Lyman voting aye.**

CITY RIGHT-OF-WAYS - VIOLATIONS

Mayor Torgersen raised a concern about properties where cleanup notices for yards and the city right-of-way have been disregarded. City Attorney Huntington noted that Panguitch City faces similar issues and is addressing them by placing enforcement notifications/stickers on abandoned or unlicensed vehicles and coordinating timeline for impoundment if not removed. City Attorney Huntington said the City could coordinate with a local certified tow company to arrange for removal of abandoned/unlicensed vehicles after the required notification period. Council member Lyman asked if the violations are on private property or the City right-of-ways. Mayor Torgersen confirmed both are violations, stressing the importance of addressing the accumulation of junk for safety reasons. This item was discussed at length, discussing enforcement strategies for properties with abandoned vehicles and excessive junk. **Council member Lyman moved to send letters, enforce the ordinance, and take any other necessary actions as required. Council member Wilson seconded the motion. Motion carried with Council members Wilson, Lyman, Cottam, Stowe and Orme voting aye.**

FRAUD RISK ASSESSMENT

City Recorder Steed explained and reviewed the Fraud Risk Assessment with the Council. **Council member Stowe moved to adopt the Fraud Risk Assessment as discussed. Council member Lyman seconded the motion. Motion carried with Council members Cottam, Stowe, Lyman, Orme and Wilson voting aye.**

DEPARTMENT REPORTS

ADMINISTRATIVE

City Recorder Steed said the budget and financial reports are available for review.

PUBLIC WORKS DEPARTMENT

The Public Works Department was not present at said meeting.

FIRE DEPARTMENT

BILL WEPPNER

Mr. Weppner raised concerns about high fire risk expected in April and May, stressing that the accumulation of junk must be addressed promptly for safety reasons. Mr. Weppner also noted the necessity of discussing plans for servicing fire hydrants.

Mr. Weppner reported that they are still trying to find the money from the Posy Lake Campground Fire.

COUNCIL REPORTS

MAYOR MELANI TORGERSEN

Mayor Torgersen had nothing to report at this time.

COUNCIL MEMBER CHAD LYMAN

Council Member Lyman reported on attending the St. George Water Conference along with

Chad Cottam, Terry Olsen and Brent Pickering. Council member Lyman said he gained valuable knowledge and met with vendors whose products the city currently uses. Council member Lyman said he met with fire hydrant vendors about testing and speaking with representatives from SCADA, Master Meter, and Scholzens about potential upgrades to automatic reading options. Council member Lyman emphasized the importance of the data collected for the water system, noting that "knowledge is power" and accurate data is essential for grants and tracking the lifespan of meters.

COUNCIL MEMBER LENZA WILSON

Council member Wilson had nothing to report at this time.

COUNCIL MEMBER RYAN COTTAM

Council member Cottam had nothing to report at this time.

COUNCIL MEMBER MARLENE STOWE

Council Member Stowe reported on the ongoing scheduling, access, and maintenance of the old gym with Terry Olsen and City Treasurer Nancy Porter. Council Member Stowe explained she met with City Treasurer Porter and Youth Sports leaders, resulting in a plan to provide every coach with an individual gym pass code.

COUNCIL MEMBER SALLY ORME

Council member Orme had nothing to report at this time.

UNPAID BILLS

Council member Lyman moved to pay the unpaid bills. Council member Stowe seconded the motion. Motion carried with Council members Stowe, Orme, Lyman, Wilson and Cottam voting aye.

CLOSED SESSION

There was no need for a closed session at this time.

Mayor Torgersen adjourned the meeting at 6:49 p.m.

Date minutes approved:

/s/ Stephanie Steed
Stephanie Steed, MMC, UCC
City Recorder



Stephanie Steed <ssteed@escalanteutah.gov>

Re: Business License

1 message

Canyons of Escalante RV Park <COErv@outlook.com>
To: Stephanie Steed <ssteed@escalanteutah.gov>

Wed, Mar 11, 2026 at 4:56 PM

Hi Stephanie,

See below for request.

Good evening, our apologies for not being able to attend this evening as we would prefer to have this conversation in person, but this is opening day for the 2026 camp season.

Canyons of Escalante RV Park would like to formally request a one-time waiver of business license enforcement fee for renewal of our 2026 Business License.

As responsible business owners we respect the process and value its importance. As seasonal business owners unfortunately, hiccups arise with mail forwarding and notifications. Upon receiving the email notification that our business license was overdue, we immediately prepared payment as well as compiled requested tax collection information and ensured all was initiated prior to any business operations in 2026.

It is our hope that the council members will take in to consideration our prompt prior payments and past practices while evaluating this request.

We appreciate your time and consideration in this matter and have put in safe guards on our end for future license renewals to ensure smooth processing each year moving forward.

Thank you,

Lacy and Ben Welch / Owners
Canyons of Escalante RV Park



From: Stephanie Steed <ssteed@escalanteutah.gov>
Sent: Monday, March 9, 2026 3:39 PM
To: Canyons of Escalante RV Park <COErv@outlook.com>
Subject: Re: Business License

You can send your request to this email and i will give a copy to the Council members at the meeting.

On Mon, Mar 9, 2026 at 3:28 PM Canyons of Escalante RV Park <COErv@outlook.com> wrote:
Hi Stephanie,

Thank you for getting us scheduled.

If we were unable to be in attendance to the meeting, is there a way to submit our request to be presented on our behalf?

Escalante City

PO Box 189
Escalante, UT 84726
Tel: (435) 826-4644

Receipt No: 95426

Receipt Date: 03/05/2026

Timestamp: 03/05/2026 02:16 PM

Payor: CANYONS OF ESCALANTE RV

002 BUSINESS LICENSE	45.00
	<u>\$45.00</u>

Check 0829	\$45.00
Tendered Amount:	\$45.00
Cash Back:	\$0.00
Total Applied:	\$45.00