

Town of Levan
Town Council Meeting
Levan Town Hall,
February 12, 2026, 7:00 PM
Meeting minutes

Present at meeting: Mayor Tyler Shepherd, Council member Ray Evans, Council member Rachel Goates, Council member Jerry Spencer, Council member Chris Chipping absent
Town Clerk Christine Carrigan
Meeting Recorder: Treasurer Chantal Rowley
Public attending: Shay Morrison (R6), Carol Bennett, Rebecca Dopp (Times-News), Joel Winn, Barbara Higgs, Drake Underwood, David Fletcher, Katie Spencer, Russ & Christie Mangelson

Opening Ceremonies

Mayor Tyler Shepherd called the Town Council Meeting to order at 7:01 pm on Thursday, February 12, 2026, at the town hall building in Levan, UT. Jerry Spencer provided the invocation, and Ray Evans led the Pledge of Allegiance.

Discussion Items/Action Items

Juab County Municipal Cooperative Wildfire System Agreement and Commitment Statement

Shay from the Association of Governments presented information about the Wildfire Urban Interface (WUI) requirements. He explained that municipalities must adopt the 2006 WUI code, adopt a map with the WUI code, and sign the Cooperative Wildfire System (CWS) agreement. The requirement deadline was January 1, 2026, though most communities are still working to comply.

Shay noted that Levan has no high-risk areas within its municipal boundary, which means residents should not be charged the additional fire fee that affects other communities like Rocky Ridge and Eureka. He provided an example of Marysville, which saved over \$200,000-\$300,000 in wildfire expenses because they had signed the required paperwork.

The main consequence of not adopting these measures would be that the town could face significant costs if wildland fire services were needed to fight fires near the community. Jerry asked about potential insurance benefits for residents, though Shay was uncertain about insurance rate impacts for areas without high-risk zones.

Shay recommended that the town adopt the WUI code and sign the CWS agreement, noting that all communities are expected to complete this process. There is also proposed legislation that would require adopting the 2024 WUI code, which might necessitate updating the ordinance again in the future.

Motion: Jerry Spencer made a motion to approve the cooperative agreement. Ray Evans seconded. Motion passed unanimously.

Motion: Ray Evans made a motion to approve ordinance 02-12-2026-03 (WUI code adoption). Jerry Spencer seconded. Motion passed unanimously.

24th Celebration

The council discussed the upcoming July 24th celebration. McKenzie Stowell had contacted them about organizing the event again this year. Ray emphasized the importance of staying within budget, noting that the celebration typically relies on donations and sponsorships.

Christine clarified that while last year's celebration expenses totaled \$26,000, fundraising efforts brought in enough money so that the town's actual cost was just over \$10,000, which was within the previous \$10,000 budget. The current budget has been increased to \$12,000 for this year.

The discussion covered various components of the celebration including the breakfast (which typically makes money), the 5K run, the dinner (which operates at a loss since they charge below cost), and last year's professional concert featuring Nathan Osmond. The ranch rodeo was also discussed as a potential revenue generator, with mentions that Jared Crump wants to volunteer to run a speed rodeo for kids, limiting it to about 50 entries and ending by 10 PM rather than running until 2-3 AM like previous events.

Irrigation Water at Park

Mayor Shepherd raised the issue of using the town's nine shares of irrigation water at the park instead of culinary water. He explained that the irrigation company will no longer allow the town to trade irrigation water shares through the culinary system, a practice that had been allowed in previous years to maintain water quality for children playing and to keep cemetery stones looking nice.

Ray suggested tapping into the 24-inch irrigation line that runs through the park to water the grass areas, while keeping the splash pad and bathrooms on culinary water. This would require getting a meter from the irrigation company and installing the necessary connections.

The discussion touched on water conservation and the practical aspects of separating irrigation and culinary water systems. The council agreed to look into the costs and feasibility of this proposal for future consideration.

Water Rights for Sale

Tyler noted that there are still water rights available for purchase and suggested the town should acquire enough water to serve properties within city limits.

Since the moratorium was lifted, eleven new homes have been completed. The discussion included mentions of a potential aquifer recharge project and the possibility of having Jones and DeMille engineering provide updated analysis and recommendations for the town's water situation.

Shay suggested having the engineering firm present options including recharge projects and water purchases, along with potential funding sources through CIB grants or low-interest loans.

Town Hall Carpet Cleaning

Christine reported that the carpet cleaning company had contacted them about annual cleaning, as recommended last year instead of waiting eight years between cleanings. The service cost approximately \$300 and could be focused on the main meeting room where stains have reappeared.

Motion: Rachel Goates made a motion to go forward with the town hall carpet cleaning. Jerry Spencer seconded. Motion passed unanimously.

Permit Approval - New Home, Keigan Smith

Christine presented the building permit application for Keigan Smith's new home on a recently divided lot north of town. The planning commission had already reviewed and approved the application.

Motion: Rachel Goates made a motion to approve the building permit for Keigan Smith. Ray Evans seconded. Motion passed unanimously.

PTIF/Bank Authorization Resolution

Christine explained the need to update banking authorizations for the Public Treasurer's Investment Fund (PTIF) and Cache Valley Bank. The PTIF fund holds the majority of the town's money in separate accounts for general funds, road funds, and project-specific funds like the previous water project.

The resolution would add the current mayor and council members as signers while removing Christine as a signer once a new treasurer is trained. The requirement for two signatures on checks would remain as a safety measure.

Motion: Ray Evans made a motion to approve resolution 02-12-2026-01 and resolution 02-12-2026-02. Jerry Spencer seconded. Motion passed unanimously.

Water Connection - B. Gurr, J. Huggard

The Council addressed the water connection request from B. Gurr and J. Huggard, even though they were not present. The applicants had submitted a petition requesting water service for a 12-lot subdivision west of town on Crooked Lane, proposing to give the town 18 acre-feet of underground water rights valued at \$540,000.

The council discussed the precedent this would set and the various complications of providing water service outside city limits, including liability issues, maintenance responsibilities, and the inability to charge impact fees to out-of-town customers. Rachel noted concerns about peak flow capacity and the additional infrastructure the town would need to maintain.

After discussion about the town's policy of not providing water service outside municipal boundaries, the council reached a decision.

Motion: Ray Evans made a motion to deny the application and confirm that the town does not provide water outside of city limits. Jerry Spencer seconded. Motion passed unanimously.

Mayor/Councilmember/Department/Committee Reports

Mayor/Council Member Reports

Ray reported an ongoing issue at the green dump where people have been depositing fireplace ashes, causing fires. He reminded everyone that the dump is for green waste only - trees and limbs. Past fires have resulted in significant costs, with charges of \$345 for one fire engine plus \$90 per firefighter.

Ray emphasized that anyone caught dumping ashes would be charged for fire suppression costs. The council discussed posting reminders, though signs have been short-lived in the past. They noted that information about proper green dump usage is included in town newsletters and posted at the post office.

Office Issued Permits Reports

New Roof - P. Messersmith

No discussion occurred on this item.

Planning Commission Report

Rachel briefly noted that the planning commission continues to conduct its regular business.

Committee Reports

Jerry reported that Outback Fencing has nearly completed the backstop installation at the ball field. He and Shay discussed the pickleball court project, which requires a preconstruction meeting with town representation, the engineer, and CIB grant program staff before funds can be released.

Discussion included the optimal location for the pickleball court to avoid interference from foul balls, with consideration for future tennis court placement. The engineered plans specify side-by-side courts with a roof structure. The project will require sealed bids rather than simple quotes.

Jerry mentioned the possibility of applying for future grants for tennis courts through the Community Parks and Recreation (CPR) grant under DNR, which closes March 13th. Shay noted that more comprehensive applications with multiple components tend to be more successful than single-item requests.

The discussion expanded to other potential recreational facilities including skate parks and improvements to the rodeo grounds, possibly through DNR's RRI grant program.

Other Reports

No additional reports were provided.

Council Business

Rachel raised a procedural question about whether the mayor is permitted to make motions, noting that in the previous meeting, the mayor had made the motion to appoint Jerry as mayor pro tem. Shay indicated he would research the question and suggested that if needed, a council member could make a new motion to clarify the appointment.

Approval of Minutes for January 8, 2026, Regular Meeting

Motion: Ray Evans made a motion to approve the minutes from the January 8, 2026 regular meeting. Rachel Goates seconded. Motion passed unanimously.

Approval of Claims (1-1-2026 to 1-31-2026)

Approval of Payroll Comparison Report (12-1-2025 to 12-31-2025)

Approval of Final Cash Receipts Report (12-1-2025 to 12-31-2025)

Motion: Rachel Goates made a motion to approve the claims from January 1-31, 2026, the payroll comparison report, and the final cash receipts report from December 1-31, 2025. Ray Evans seconded. Motion passed unanimously.

The tentative cash receipts report for January 1-31, 2026, and budget report from July 1, 2025, to January 31, 2026, were reviewed without requiring formal motions.

Public Comments

No public comments were made during the designated time.

Convene into Executive Session

No executive session was held.

Adjourn

Two visitors introduced themselves: Drake Underwood who is running for sheriff and Dave Fletcher who is running for county commissioner. Fletcher discussed his support for law enforcement pay raises and the proposed new county jail facility, which would house 200 state inmates to help fund operations. The facility is estimated to cost \$55-60 million and would replace the current non-ADA compliant jail.

Motion: Ray Evans made a motion to adjourn. Rachel Goates seconded. Motion passed unanimously.

Meeting adjourned at 8:25 pm.

Christine Carrigan, Clerk