

STATE OF UTAH
COUNTY OF SEVIER
TOWN OF ANNABELLA

TOWN COUNCIL MEETING

March 12, 2026

Minutes from the Annabella Town Council Meeting held Thursday, March 12 2026, beginning at 6:00 p.m. in the Town Council Chambers, located at 295 East 300 North, Annabella, Utah. Mayor John Chartier conducting.

1. ROLL CALL. Mayor John Chartier called the meeting to order and confirmed the presence of the full Council: Councilmembers Louis Brown, Kelvin Johns, Christopher Nielson, and Stephanie Morgan
2. OPENING REMARKS. Councilmember Nielson offered the opening prayer.
3. PLEDGE OF ALLEGIANCE. The Pledge of Allegiance was led by Councilmember Morgan.
4. CITIZEN INPUT. Citizens Debra and Martin Smith reserved their time to speak during the discussion of irrigation water.
5. APPROVAL OF MINUTES. Councilmember Brown noted minor corrections to titles in the previous meeting minutes, including an incorrect reference to Councilmember Nielson and one instance where Councilmember Morgan's title was omitted. Town Clerk Tina Mitchell agreed to make the updates. **Motion to accept the minutes with the noted corrections was made by Councilmember Johns and seconded by Councilmember Nielson. The motion carried unanimously.**
6. APPROVAL OF WARRANT REGISTER. Councilmember Brown asked for clarification regarding a \$41,000 payment listed in the road budget, which he initially understood to be a final loan payment. Town Clerk, Tina Mitchell, clarified that this was an annual payment and that approximately six years remain on the loan. After review and discussion, the Council approved the warrant register. **Motion to accept the warrant register as printed was made by Councilmember Nielson and seconded by Councilmember Morgan. The motion carried unanimously.**
7. DISCUSS AMERICA250 INITIATIVE AND CONSIDER IDEAS FOR ANNABELLA'S INDEPENDENCE DAY CELEBRATION. Mayor Chartier introduced the topic of planning for the nation's 250th anniversary, suggesting the Council begin considering the option of special activities for the Town's Independence Day festivities.

Councilmember Nielson suggested soliciting volunteers through the newsletter, which would be published in late March before the April meeting. The Council agreed this would be an effective way to gauge community interest without pre-selecting volunteers. If enough volunteers do not come forward, the Council could then either recruit directly or handle planning themselves.

It was noted that other towns, such as Elsinore, were planning activities in the months leading up to July Fourth, including displaying commemorative flags.

8. SET DATES FOR RELEASING IRRIGATION WATER INTO THE SYSTEM FOR THE UPCOMING SEASON. Maintenance Supervisor, Eric Nielsen, proposed pressurizing the system beginning March 30th and making water available for use to residents by April 5th, running through October 5th. This schedule would provide a week to identify and address any issues before users begin watering.

The Council discussed implementing water conservation measures, including no daytime watering between 10:00 AM and 6:00 PM, with Thursday designated as a no-watering day to allow the system to recover.

Citizens Martin and Debra Smith raised concerns about low water pressure on their property, particularly during peak usage times. Nielsen agreed to investigate their specific situation, noting that their location in the system should provide adequate pressure. He suggested the issue might be related to a clogged screen or other localized problem and agreed to test pressure at their property once the system is operational.

The Council confirmed the irrigation season would run from April 5th through October 5th, with Thursday as the no-watering day and no outside watering between 10:00 AM and 6:00 PM. It was also noted that no outside watering is allowed during windy or rainy conditions.

9. DEPARTMENT BUSINESS

PARKS AND BUILDINGS

Councilmember Morgan reported that an application for pickleball court funding had been submitted. She recommended pursuing the option of installing a double door for the Community Center storage room to improve access for moving tables, chairs, and equipment. The Council discussed whether to install a double door or a single four-foot door and agreed to obtain bids for both options. Mayor Chartier suggested having the contractor evaluate the structural requirements for a double door, noting it would be the preferred option if cost-effective.

ACTIVITIES

The Council discussed plans for the Easter Egg Hunt scheduled for Wednesday, April 1st at 6:00 PM. Councilmember Nielson will be out of town, but provided guidance based on his experience coordinating the event in previous years. Tina Mitchell noted that Youth Council Advisor, Kaylon Johns, has been assisting with

preparations and that candy and prizes have already been purchased. It was also noted that Youth Council members may be available to help with the event.

CEMETERY

Councilmember Nielson expressed interest in eventually surrounding the cemetery with lilac bushes to reduce dust issues from adjacent properties, though he acknowledged concerns about planting near the south culinary main line. The cemetery budget was briefly discussed. Councilmember Nielson will work with the maintenance staff on possible projects for next year's budget.

ROADS

Councilmember Brown asked for clarification on the roads budget, noting that Annabella receives approximately \$105,000 annually in Class C road funds, with 86 percent spent so far in the fiscal year (including the \$40,000 annual loan payment). Town Clerk, Tina Mitchell, explained that additional funds are available in the Capital Projects fund for larger road projects.

The Council discussed plans for crack sealing and road maintenance. Maintenance Supervisor Nielsen outlined a plan to continue seal coating, starting from where previous work left off on third south and working northward along various streets.

Nielsen explained that obtaining three bids for smaller crack sealing projects is difficult, as most contractors prefer larger jobs. He added that Roger Brazell typically handles the Town's crack sealing work, which involves blowing out cracks and applying sealant.

WATER

Mayor Chartier reported that the Town has applied for federal funding to support water system improvements identified in the master plan. The funding would support a portion of the improvements identified.

10. YOUTH COUNCIL BUSINESS. Youth Council Advisor Johns reported that several Youth Council members would be out of town during spring break but anticipated having sufficient help for the Easter Egg Hunt.

11. OTHER BUSINESS. Mayor Chartier provided an update on ongoing code enforcement issues. The Town has been working with Deputy Murdock to address a resident who has maintained multiple dogs without proper licensing or a kennel permit for several years. Despite receiving letters from the Town in multiple previous years, the resident has not complied with requirements. The Sheriff's Office conducted an inspection and established timelines:

- Two weeks for the resident to have all dogs vaccinated and licensed
- 45 days to obtain a Conditional Use Permit for a kennel license through the planning and zoning process.

The resident currently has six or seven dogs. Deputy Murdock indicated the resident was cooperative during the inspection. Mayor Chartier emphasized the importance of enforcing regulations fairly and consistently for all Town residents.

Mayor Chartier reported that the irrigation company continues to plan to pipe the canal, though not until fall. The company recently received the remainder of their funding but cannot proceed with construction during the irrigation season. It was noted that Annabella's maintenance employees have cleaned culverts and the flood ditch on fifth east, as requested by the irrigation company.

Mayor Chartier explained that he has prepared two proposals for the irrigation company:


- One requesting to maintain the Town's ability to drain two pressurized irrigation drains into the canal,
- One identifying all locations where the Town's surface water currently drains into the canal.

He utilized storm water studies conducted by Jones and DeMille Engineering, which modeled storm flows based on a 25-year, 24-hour storm event, to provide flow rate estimates for each drainage point. Mayor Chartier will present these proposals to the irrigation company board through Mr. Batty, asking whether the Town's drainage needs can be incorporated into the canal piping project.

Councilmember Brown asked about the status of the semi-trucks and trailers parking near the Old Town Hall, an issue previously raised by concerned residents. Maintenance Supervisor Nielsen reported that signs prohibiting semi-truck and trailer parking have been ordered to address the problem. The Council discussed concerns about semi-trailers damaging the roads, the safety risks of children playing on or around parked trailers, and the way the parked trucks and trailers hinder sight distance at the nearby intersection. Nielsen also noted that he had accidentally clipped a water valve with the snowplow due to a trailer parked over Town infrastructure, which required repair.

12. ADJOURN. At 7:06 p.m. a motion to adjourn was made by Councilmember Brown and seconded by Councilmember Nielson. The motion carried unanimously.

Minutes of the Town Council meeting held Thursday, March 12th, 2026 were approved this 9th day of April, 2026


John Chartier, Mayor


Tina Mitchell, Town Clerk