

Town of Levan
Town Council Meeting
Levan Town Hall,
March 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

Town Clerk Christine Carrigan

Meeting Recorder: Treasurer Chantal Rowley, Chelsea Carle

Public attending: Carol Bennett, Rebecca Dopp (Times-News), Shay Morrison (R6), Katie Spencer, Russell & Christie Mangelson, Drake Underwood, Dave Fletcher, Joel Winn, Nate Washer

Opening Ceremonies

The Levan Town Council meeting was called to order by Mayor Shepherd on Thursday, March 12, 2026, at the town hall for their regularly scheduled meeting. Ray Evans provided the invocation, followed by Jerry Spencer leading the Pledge of Allegiance.

Discussion Items/Action Items

R6 Update – Shay Morrison

Shay Morrison from R6 distributed flyers for their annual Growth Summit training event to be held in Richfield on May 6th. Registration is open until mid-April, and attendees can register by scanning the QR code on the flyer. The training includes various sessions that would be beneficial for council members and planning commission members.

Morrison discussed the CIB (Community Impact Board) list and GPP (Grant Partnership Program), emphasizing that communities must be on this list by May 1st to be eligible for CIB funding for critical infrastructure projects like water, roads, and sewer systems. The town currently has projects listed in their project portal including an aquifer recharge and recovery project in their short-term list, and a 400 East well, storage tank, developed springs, and upsized water line from head house to town in their long-term list. However, none of these are currently on the CIB list. Morrison offered to help update the list through a phone call or virtual meeting before the May 1st deadline.

Morrison also presented information about code hosting services, noting that many communities pay between \$1,000-\$3,000 annually for services like Municode or Civic Plus. He introduced CivicLinQ, a service developed by Jones and DeMille, which offers similar online code hosting for \$500 per year if communities upload their own code. The transition fee is \$1,000, but R6 can perform the code migration for free. Morrison offered to provide pricing comparisons for the three main providers: Civic Plus, American Legal, and CivicLinQ.

Pickleball Court Update – Parker Vercimak, Jones & DeMille

Parker Vercimak was unable to attend due to a family issue. Council members discussed the location options for the pickleball courts funded through CDBG. Two locations were considered: location #2, near the small pavilion (which would be shadier but subject to falling branches and leaves) or location #1, south of the restrooms and snack bar (which would be closer to bathrooms, allow parents to see children at the playground and splash pad, but less shady).

The council discussed concerns about the trees near the small pavilion dropping branches frequently, including one that damaged the pavilion roof. They also considered future recreational needs, including potential tennis

courts, skate parks, and additional pickleball courts if demand warrants. The eastern area of the new ball field was identified as a potential location for tennis courts.

Council members noted that grants through outdoor recreation programs are due at the end of March, with examples from other communities receiving significant funding for multiple recreational improvements. Jerry raised concerns about verifying with the grant program whether the court location could be changed from what was originally proposed in the application.

Motion: Council Member Rachel Goates made a motion to approve location number 1 for the pickleball courts, which is between the ball field and the restrooms, contingent on grant program approval. If location number 1 is not approved by the grant program, then location number 2 would be selected. Chris Chipping seconded the motion. Motion passed unanimously.

DUP Cabin Maintenance

A representative from the Daughters of Utah Pioneers contacted the Mayor about needed maintenance on the DUP cabin, specifically trim work around doors. The building has shifted significantly over time, making doors difficult to close properly. The council noted that money was previously allocated for cabin improvements, with an estimated \$1,500 budgeted and approximately half remaining unused.

Chris offered to coordinate with Mike Kramer, who had previously helped with log work on the cabin, to assess and perform the necessary door frame repairs. The discussion also included the possibility of adding a concrete walkway to the cabin entrance for safety and maintenance purposes, which could be completed by town employees.

Motion: The council agreed to have Chris follow up with Mike Kramer to assess and complete the necessary door repairs using remaining funds from the previously allocated DUP cabin maintenance budget.

Levan Town Irrigation Water Shares

The Mayor presented information about potentially selling some of the town's nine irrigation water shares to fund water system improvements using impact fee money. He had spoken with Hayden Coombs at the state engineer's office and Brandon/Greg Gruger about R6 water availability, learning that this particular water source wouldn't involve conversion losses that typically occur when changing from stock water to culinary water.

The discussion revealed that R6 has approximately 200+ shares available at tiered pricing: \$30,000 per acre-foot for the first 10 shares, with lower prices for larger quantities. Council members expressed strong reservations about selling existing water shares, viewing them as valuable assets for the town's future water security.

Jerry emphasized the importance of pursuing aquifer recharge projects and consulting with the utilities manager before making water-related decisions. The council discussed using existing impact fee funds (currently about \$53,904 in water impact fees, with an additional \$13,000 expected) to purchase additional water shares rather than selling existing ones.

Mayor/Councilmember/Department/Committee Reports

Mayor/Council Member Reports

No specific reports were provided during this section.

Office Issued Permits Reports

Christine reported that a fence permit was recently submitted.

Christine also addressed the renewal of representatives to the Juab Rural Development Authority (JRDA), which meets quarterly to discuss natural gas and other county-related issues. Ray has been attending these meetings with the Mayor as backup. The council confirmed this arrangement would continue, with meetings typically held on Monday evenings with the next meeting scheduled for May 4th.

Christine introduced Chelsea Carle as the new treasurer in training, who will work two days per week in the mornings.

Planning Commission Report

Rachel reported that no planning commission meeting was held this month due to lack of agenda items. However, Jesse Carter has officially resigned from the planning commission, creating a vacancy that will need to be filled.

Committee Reports

The youth council will be assisting with the Easter egg hunt scheduled for Saturday, April 4th. The event will feature 2,000 pre-loaded plastic Easter eggs with toys and candy, with special 50-cent coins included in some eggs.

Other Reports

Council was reminded of the mentioned upcoming UMPA (Utah Municipal Power Agency) meeting that several council members plan to attend.

Council Business

Approval of Minutes for February 12, 2026, Regular Meeting

Motion: Ray made a motion to approve the minutes for both the work session and the town council meeting of February 12, 2026. The motion was seconded by Jerry Spencer and passed unanimously.

Approval of Claims, Payroll, and Financial Reports

The council reviewed claims from February 1-28, 2026, payroll comparison report from January 1-February 28, 2026, and final cash receipts report from January 1-31, 2026.

Motion: Rachel Goates made a motion to approve the claims from February 1, 2026 to February 28, 2026, the payroll comparison report from January 1, 2026 to February 28, 2026, and the final cash receipts report from January 1, 2026 to January 31, 2026. Ray Evans seconded the motion. Motion passed unanimously.

Review Tentative Cash Receipts Report and Budget Report

The council reviewed the tentative cash receipts report from February 1-28, 2026, and budget report from July 1, 2025 to February 28, 2026, for informational purposes. No action was required on these items.

Public Comments

No public comments were made during this section.

Closed Session

Motion: Rachel made a motion to move into closed session. Ray seconded the motion. Motion passed unanimously. The council moved into closed session at 7:52pm.

Adjourn

The Council returned to the regular session at 8:38pm. Ray Evans made the motion to adjourn. Rachel seconded. Motion carried. Meeting adjourned at 8:40pm.

Christine Carrigan, Clerk