

Town of Cedar Fort

Town Council Meeting Minutes

Date: March 16, 2026

Time: 6:30 PM

Location: Town Hall, 50 East Center Street, Cedar Fort

CALL TO ORDER

Mayor Wyatt Cook called the meeting to order at **7:01 p.m.**

1. Roll Call

Present:

- Mayor Wyatt Cook
- Councilman Eric Boud
- Councilman Alex Carter
- Councilman Jed Berry
- Councilman Travis Giles

Staff Present:

- Clerk/Recorder - Kandice Johnson

A quorum was present. See attached sign in sheet.

2. Prayer/Thought

A prayer was offered by Tal Adair.

3. Pledge of Allegiance

The Pledge of Allegiance was led by Mayor Cook.

REPORTS

1. Mayor Report – Mayor Wyatt Cook

Mayor Cook reported on the recent legislative session and noted several statewide changes that may affect municipalities, including changes to UTA governance and legislation related to school property rights.

He also provided updates on transportation:

- Mid Valley Road has been turned over to UDOT
 - Future connections are planned into Eagle Mountain and surrounding corridors
 - Some projects have been completed ahead of schedule, while others are still pending
-

2. City Council Reports

Council discussed several items including:

- Progress on resolving a previously reported \$6,000,000 balance on the aging report
- Continued efforts to collect delinquent accounts
- The need to begin planning for the upcoming fiscal year budget, including fire/emergency services
- Discussion of garbage rate increases and whether to adjust rates more proactively
- Utility billing issues, including residents not updating automatic payments
- Clarification of payment options (drop box, online system), and correcting outdated website information on bills

A work meeting was scheduled for March 23, 2026 to begin budget planning and identify projects for bids.

3. Department Reports

Police Chief reported:

- No reports given.
-

Fire Chief Kale Black reported:

- 7 calls in February
- Development of a wildfire program and community training efforts
- Volunteers are undergoing wildfire training
- The tender door has been returned and is being prepared for service
- Work continues on a 5-year plan with the State

Water Department

- Operator attended recertification training in St. George
- Continued work on replacing water meter antennas

Billing Clerk / Clerk / Building Clerk

- No reports given.

Sexton

- Recent burials were completed

Cemetery Committee

- Cemetery cleanup scheduled for April 29 (6:00 PM – 9:00 PM)
- Youth group participation planned
- Ongoing cemetery mapping project, including identifying veterans
- Project expected to be completed by June 30, 2026
- Committee approved weed spraying and requested Council consideration for funding

Planning Commission

- Completed work on code amendments
- Finalized General Plan
- Discussed proposed water connection requirement change

Public Information Officer

- No report given.

PUBLIC COMMENT

Public comment was opened.

Grant Peterson of the public expressed appreciation to the Council for their work and noted improvements in communication and progress within the Town.

Public comment was closed.

CONSENT ITEMS

1. Approval of Minutes – February 17, 2026

Motion:

Councilman Boud made a motion to approve the minutes for February 17, 2026.

Second:

Councilman Carter.

Vote:

- Councilman Boud – Yes
- Councilman Carter – Yes
- Mayor Cook – Yes
- Councilman Berry – Yes
- Councilman Giles – Yes

Motion passed unanimously.

2. Approval of Budget/Town Bills

Motion:

Councilman Boud made a motion to approve the budget and town bills.

Second:

Councilman Berry

Vote:

- Councilman Boud – Yes
- Councilman Carter – Yes
- Mayor Cook – Yes
- Councilman Berry – Yes
- Councilman Giles – Yes

Motion passed unanimously.

BUSINESS ITEMS

1. Cemetery Weed Bid

Discussion:

- Only one company submitted a bid
- Contractor has prior experience with the Town
- Chemical treatment discussed, including potential risks and effectiveness
- Clarification provided that treatments include follow-up applications
- Discussion on impacts to cemetery areas and surrounding vegetation

Motion:

Mayor Cook made a motion to approve the cemetery weed bid.

Second:

Councilman Giles

Vote:

- Councilman Boud – Yes
- Councilman Carter – Yes
- Mayor Cook – Yes
- Councilman Berry – Yes
- Councilman Giles – Yes

Motion passed unanimously.

2–3. Rodeo Grounds, Park & Community Center Weed Bids

Discussion:

- Same contractor and treatment approach as cemetery
- Costs reviewed for each location
- Confirmation that contractor guarantees work and follow-up treatments
- Discussion on chemical application and safety considerations

Motion:

Mayor Cook made a motion to approve the weed bids for the rodeo grounds, park, and community center.

Second:

Councilman Boud

Vote:

- Councilman Boud – Yes
- Councilman Carter – Yes
- Mayor Cook – Yes
- Councilman Berry – Yes
- Councilman Giles – Yes

Motion passed unanimously.

4–6. Engineering Contract, Town Contractor, Inspection Contract

Discussion:

- Contracts were sent out but not posted on the state procurement system
- Limited responses received
- Council agreed more outreach was needed
- Decision made to resend and extend deadlines

Motion:

Mayor Cook made a motion to table the engineering contract, town contractor, and inspection contract.

Second:

Councilman Carter

Vote:

- Councilman Boud – Yes
- Councilman Carter – Yes
- Mayor Cook – Yes
- Councilman Berry – Yes
- Councilman Giles – Yes

Motion passed unanimously.

7. GSBS Final Draft (General Plan)

Discussion:

- GSBS presented final draft
- Focus areas included:
 - Maintaining small-town character
 - Infrastructure improvements

- Economic development
- Use of grants and funding opportunities
- Minor corrections identified:
 - Annexation boundary adjustments
 - Inland Port mapping updates

Motion:

Councilman Boud made a motion to approve the General Plan as presented, with associated changes.

Second:

Councilman Carter

Vote:

- Councilman Boud – Yes
- Councilman Carter – Yes
- Mayor Cook – Yes
- Councilman Berry – Yes
- Councilman Giles – Yes

Motion passed unanimously.

8. Water Right Connection Requirement

Discussion (extensive):

- Current requirement: 1.45 acre-feet
- Proposed reduction: 0.75 acre-feet
- Topics discussed:
 - Actual water usage vs. required water rights
 - Cost of development and affordability
 - Long-term water supply concerns
 - Infrastructure limitations (wells vs. paper water)
 - Impact on future growth
 - Potential tiered billing systems
 - Concerns about overuse and enforcement
 - Equity for residents who previously dedicated more water

No motion was made.

9. Fire Department P-Card Monthly Limit

Council had a detailed discussion regarding purchasing procedures and controls for the Fire Department.

Key points included:

- Concerns about prior purchases made on the P-card without sufficient oversight
- Discussion of past discrepancies in purchase amounts and tracking (including issues reconciling invoices and receipts)
- Desire to improve accountability and documentation for purchases
- Discussion about requiring purchase orders (POs) for larger expenses
- Consideration of different thresholds:
 - Whether purchases over \$500 should require a purchase order
 - Whether purchases over \$1,500 should require Council approval
- Discussion about balancing convenience of the P-card vs. financial control
- Concerns raised that increasing P-card limits without safeguards could recreate past issues

Council discussed separating:

- Small recurring purchases (fuel, minor supplies)
- Larger purchases (equipment, medical supplies)

Motion:

Councilman Boud made a motion to change the Fire Chief's spending authorization limit to \$500, require a purchase order for any purchases above \$1,500 and to increase the P-card limit to \$3,000.

Second:

Councilman Berry

Vote:

- Councilman Boud – Yes
- Councilman Carter – Yes
- Mayor Cook – Yes
- Councilman Berry – Yes
- Councilman Giles – Yes

Motion passed unanimously.

10. Amendments to Cedar Fort Municipal Code

Discussion:

Council reviewed proposed amendments brought forward from the Planning Commission.

Discussion focused primarily on the concept of net density, including:

- Explanation of net density:
 - A portion of a property (e.g., 50%) must remain open space
 - The remaining portion can be developed more densely
- Example discussed:

- A 20-acre parcel could have 10 acres open space and 10 acres developed
- Concern that:
 - Density percentages had not yet been defined
 - Lack of clarity made it difficult to evaluate the impact
- Questions raised about:
 - How net density would apply to smaller parcels
 - Potential for increased clustering of homes
- Concern about adopting concepts similar to other cities (e.g., Fairfield) without full understanding
- General hesitation due to incomplete details and missing standards

Motion:

Mayor Cook made a motion to add the amendments proposed by the planning commission with the exception of schedule 6, the water rights required and the net density definition.

Second:

Councilman Carter

Vote:

- Councilman Boud – Yes
- Councilman Carter – Yes
- Mayor Cook – Yes
- Councilman Berry – Yes
- Councilman Giles – Yes

Motion passed unanimously.

ADJOURNMENT

Motion:

Councilman Carter made a motion to adjourn.

Second:

Councilman Boud

Vote:

- Councilman Boud – Yes
- Councilman Carter – Yes
- Mayor Cook – Yes
- Councilman Berry – Yes
- Councilman Giles – Yes

Motion passed unanimously.

The meeting adjourned at **10:28 p.m.**

Minutes approved by the Cedar Fort Town Council on:

04/21/2026
Date

Kandice Johnson
Kandice Johnson, Town Recorder