

Garland City Corporation

City Council Meetings

March 18, 2026

Members Present:

Jeanette Atkinson
Sharla Nelson
Tena Allen
Jim Hall
Josh Munns
Kristal Edwards, Recorder
Danny Austin, Mayor

City Council Work Session:

Mayor Austin called the work session for March 18, 2026, to order at 6:00 p.m. at the Garland City Building. The following Department Heads were present: Library Director Linda King, Public Works Director Travis Atkinson, Emergency Preparedness Director Lanette Sorensen, Police Lieutenant Skyler Gailey, and Code Enforcement Officer RaeAnn Bott.

Police

Lieutenant Gailey reported that the names of Eric Estrada and Lee Sorensen will be added to the memorial at the capital on May 7th at 7 pm. He provided an update on the 1400 South, West Factory Street speed data and will continue to gather more data to present at the next city council meeting. He reported that the tentative date for the Torch Run will be on May 24th. Mayor Austin reported that the police contract is under legal review. Gailey provided an update on the Citizen Academy and offered a ride-along with officers to the city council members.

Mayor Austin excused Council Member Munns from the work session and noted that he would attend the regular council meeting.

Library

Linda reported that she received another 3D printer, the library window tint has been completed, and the library light fixtures have been fixed. Lastly, she noted that she is working with Raeann on the rooster that's been hanging around the library window and expressed her frustration with the noise.

Public Works

Travis reported that the annual water report has been completed. He reported that the Bear River Health Department lost its funding, which resulted in each city being billed for gallons used to pay the Department of Water Rights for the water sampling moving forward. He reported that he and Hunter completed their training in St. George last week and both are waiting for their test results. He reported that there were only 23 non-reading meters, and he was able to hand-read each of those meters. He reported that there was a tie-in on North Main Street, noting that there was originally a 4-inch line that was upsized to an 8-inch line. He provided an update on the UV light issue at the sewer plant and is in contact with the manufacturer of the system, Xylem, which is the only company that will provide maintenance for this type of system. He noted that there is a quote for Xylem during the regular session meeting and recommends the council's approval so we can get this issue resolved.

Emergency Preparedness

Lanette reported that the ICS training will be on Saturday from 8 am-12 pm. She provided a brief update on the login and registration process. She reported that the Youth Council did a wonderful job helping to organize the EOC building. She reported that Tremonton had an interest in creating an EOC department, and she advised that they could join with

Garland and create an MOU agreement. She provided an update on the Peer Support for all of Box Elder County First Responders and noted that there will be a conference in June. Lastly, she reported that the Post Master from the Tremonton Post Office reached out to her for permission to rename the post office after Lee and Eric.

Fire

Mayor Austin reported that Fire Chief Steve expressed his appreciation for Lakeshore for hosting the Big Box Training at their facility, and that he is working on business fire inspections.

Code Enforcement

Raeann provided an update on the rabies vaccine and license clinic, noting that there were over 100 rabies vaccines administered, 40 microchips, and 17 dog registrations. A brief discussion ensued regarding the current MOU that the animal control is responsible for all animals, not code enforcement. She reported that the public notice for the dog kennel ordinance has been posted and is available for the public's review. She reported that we should advertise on the city app that yard sale signs are prohibited on utility poles and that the current sign code should be revised. A discussion ensued on infractions, and that the current court codes do not match after the dispatch switch.

Financial Purchasing and Utility Agreement – Tiffanie Smith

Tiffanie reported that she needs to know what the police contract states so that she can proceed with the budget amendments. She noted that as the fiscal year comes to an end, she wants department heads to be mindful of spending, as expenditures may be paused starting June 1st. Additionally, it was discussed that the current city code states the homeowner is responsible for any utility bill, including those left by a tenant. She noted that if the city moves forward with requiring utilities to be placed solely in the homeowner's name, or if we are going to create a Landlord Agreement to allow the utilities in the renter's name.

The work session adjourned at 6:59 pm.

City Council Meeting

Mayor Austin called the March 18, 2026, City Council Meeting to order at 7:01 p.m. at the Garland City Building. Council Member Allen offered a prayer, and Council Member Atkinson led the council in the Pledge of Allegiance.

Council Member Atkinson motioned to approve the agenda. Council Member Nelson seconded the motion. The motion passed unanimously.

Council Member Nelson motioned to approve the March 4, 2026, minutes. Council Member Atkinson seconded the motion. The motion passed unanimously. Council Member Munns joined the meeting.

Open Comments

Erin Stoof expressed that she is being harassed by city personnel, and her frustration with the city taking her garbage can from a pole barn.

Public Hearing on Ordinance, O-26-03, Text Amendments to Title 9 C-1 Zones

Mayor Austin opened the public hearing. Valerie Claussen, City Planner, provided a high-level overview of the text amendments and informed the city council that the Planning Commission held its public hearing on this item and voted to recommend approval. There were no public comments made. Mayor Austin closed the public hearing and opened it to the city council discussion. Council Member Nelson questioned whether green space was included. She expressed that she would like to keep the rural feel and would like to identify and clarify this in the ordinance, but is open to suggestions. Council Member Nelson motioned to table Ordinance, O-26-03, an ordinance amending title 9 of the Garland City code, specifically chapters 1, 7, and 8, regarding commercial, R-4, and RM-12 listed uses and revised

definitions until the April 1st city council meeting. Council Member Atkinson seconded the motion. Mayor Austin called for a roll call vote:

Jeanette Atkinson – yes

Jim Hall – yes

Josh Munns – no

Tena Allen – yes

Sharla Neslon – yes

Motion passed to table O-26-03 until the April 1st meeting.

Discussion on Planning Commission Bylaws

Valerie provided an update on the planning commission bylaws, noting that the planning commission tabled this item for additional review at the previous planning commission meeting. She reported that the planning commission shortened the term limits from five years to three years. There was a brief discussion.

Old Business

Kelly Harris Easement Agreement

Kelly provided an overview of the history of the verbal agreement made years ago by a previous city employee, Matt Cutler. He is here to negotiate the terms of the agreement and his proposal. He is requesting that the city grant him two water and sewer connections in lieu of the easement and cash from the sale of the trailer. Council Member Nelson noted that she would like to discuss this with the city attorney before any agreement is made.

New Business

Discussion and Possible Action on the Interim City Recorder

Mayor Austin reported that Kristal has submitted her resignation and suggested appointing Linda King as interim recorder until the position is filled. After speaking with Linda, she kindly declined, noting it would be more beneficial to train the newly appointed city recorder on the processes. A discussion followed. Council Member Nelson motioned to approve the hiring of an interim city recorder who will have the same rights and privileges as the city recorder. Council Member Atkinson seconded the motion. The motion passed unanimously.

Discussion on Ditch Concerns – Ricky Hansen

Ricky described unsafe ditch conditions, including blocked screens, plastic debris, and proximity to homes, urging buried ditches to protect children. A discussion ensued regarding the need to include this matter in the development easement agreements. Council Member Nelson advised him to express this concern to the planning commission as well.

National American Legion Commander Photograph Presentation

Chris Brasted provided an overview of the American Legion organization and its 107th year celebration, highlighting their community service and upcoming events, including a Gold Star Walk to honor veterans and fallen soldiers at Midland Square on May 23rd at 9 am. John McClellan presented a picture to Mayor Austin from the National Commander event.

Discussion and Possible Action on Water Meters at the City Park & Sewer Plant

It was reported that a water meter needs to be installed at the city park and sewer plant to provide accurate water usage tracking. Quotes for three meters are needed by July 1st, and it was noted that this is a priority for this year and could potentially affect the budget.

Discussion and Possible Action on Water and Sewer Rate Increases

Tiffanie provided a brief recap of the annual water and sewer rate increase scheduled for April 1st in accordance with Resolution R-24-01. She reported that she does not recommend increasing the sewer rate at this time but asked the council to consider whether they would like to revise the water rate structure to a base rate plus a use fee, noting that residents will pay based on consumption. A discussion ensued. Council Member Atkinson recommended keeping the rates the same until the utility studies are completed and updated financial data is available. The council was in agreement.

Discussion on Engineering Fee Reimbursement from West Factory Street

Tiffanie reported that the two-year deadline to expend the A and B loans is by May and November, or we must pay them back. The council reviewed expenditures, including engineering costs and road chip sealing. Tiffanie reported that she reviewed the loan documents and confirmed that we are eligible to reimburse the city for all engineering fees. After discussion, the city council agreed, and Tiffanie will prepare an invoice for their review this week so the process can move forward.

Discussion and Possible Action on PO#7987 City Garbage Cans

Travis reported that residents are charged \$150.00 for any additional garbage cans and are upset when they receive a used garbage can. It was noted that most of the remaining garbage cans available are used. Council Member Atkinson motioned to approve PO#7987 for 100 new garbage cans in the amount of \$13,464. Council Member Nelson seconded the motion. The motion passed unanimously.

Discussion on Sewer Plant Electrical Issue – Xylem

This item was continued from the work session discussion, emphasizing that an in-person visit from a Xylem representative is required to troubleshoot the UV light issue. Council Member Atkinson motioned to approve the Xylem quote for an estimated amount of \$8,113.00. Council Member Hall seconded the motion. The motion passed unanimously.

Discussion on Driveway Widths

It was discussed that the driveway width drawing document was approved, but never recorded. It was advised that this item be on the next city council agenda to vote on approval of the recordation of the drawing.

Mayor and City Council Reports:**Mayor Austin**

Mayor Austin expressed his appreciation to Kristal for all the work she's done for the city. Council Member Atkinson and Nelson questioned the responsibility of the city fire department's annual easter egg hunt. Mayor Austin noted that he would follow up with the fire chief, Steve.

Council Member Allen – no report.

Council Member Atkinson

Council Member Atkinson reported updates on the America250 event, which will be advertised on the Garland City app. A discussion ensued regarding the red paint needed for the fire hydrant curb painting service project. Additionally, she reported that the city clean-up days will be May 1st-3rd. It was briefly discussed on the street-sweeping and noted that the cost in 2024 was \$3,375. Lastly, she reported that the Wheat & Beet Day deposit of \$3,650 needs to be paid as soon as possible to reserve the entertainment, which is half of the total cost.

Council Member Hall

Council Member Hall reported that Shannon, Tiffanie, and he met with the children's theater director to discuss the financials. It was noted that the money will be put into a 5013C fund. He reported that the soccer teams have been made and the soccer jerseys have been ordered. Lastly, he noted that there will be additional sports registrations coming soon, and that Shannon has been working at the park raking and screening the goat-heads from the field.

Council Member Munns

Council Member Munns reported on the North Main Street project. He expressed his concerns about quality control on new construction and developments. He noted that the public works department has done a great job and needs additional help, as they can't be everywhere at once.

Council Member Nelson – no report.

Financial Review – Approval of Payroll and Accounts Payable

Council Member Nelson motioned to approve the coding for payroll and accounts payable. Council Member Hall seconded the motion, with all council members present voting in favor of the motion. Motion approved.

Request for Future Agenda Items

- Ordinance, O-26-03 – Public Hearing Continuation of the Title 9 Text Amendments
- Kelly Harris Easement Agreement
- Utility Rate Increase Resolution
- Action on the Driveway Width
- Police Contract

Closed Session 52-4-205 1E

Council Member motioned to go into a closed-door session per 52-4-205 (1e). Council Member Nelson seconded the motion. Mayor Austin called for a roll call vote:

Jeanette Atkinson – yes

Jim Hall – yes

Josh Munns – yes

Tena Allen – yes

Sharla Neslon – yes

Closed session began.

Council Member Nelson motioned to adjourn from the closed session. Council Member Munns seconded the motion. The motion passed unanimously.

Mayor Austin called the regular meeting back to order. Council Member Nelson motioned to adjourn. Council Member Munns seconded the motion. The motion passed unanimously.

The meeting was adjourned at 9:12 p.m.

The undersigned, duly acting and appointed Recorder for Garland City Corporation, hereby certifies that the foregoing is a true and correct copy of the minutes for the City Council Meeting held on the above-referenced date.



Kristal Edwards, Recorder (Draft Copy)



Interim Recorder (Approved Copy)