

Regular Meeting Minutes

Town Council Members Present: Mayor Doug Clements- Presiding, Don Sant-, Scott Solum-, Jim Brown-, Michael Bauer.

Staff: Planner-Brian Preece, Clerk-Karen Mair, Public Works-Justin Hooper, Dave Hendricksen-Cemetery.

Public: Lynn Fautin, Brenda Christensen, Scot Keller, Brent Haight, Jeremy Taylor, Kam Brown, Charlotte Powers, Bob Kowallis, Natalie Taylor, Alan Brown, Jessica Shepherd.

Meeting called to order: 7:00 p.m.

Pledge of Allegiance: All

Opening Prayer: Scott Solum

Approval of the Meeting Minutes for April 2, 2026:

Mayor Clements asks if all the members have had a chance to read through the minutes and if so, he will accept a motion. Don Sant makes a motion to approve the minutes for April 2, 2026. Michael Bauer seconds the motion. Voting is unanimous. The minutes are approved as written.

Approval of the Financials for March and April 2026:

Mayor Clements asks the council if they have had a chance to review the financials for March 2026. Scott Solum makes the motion to accept the financials for March 2026. Michael Bauer seconds the motion. Scott Solum makes the motion to accept the financials for April 2026. Micheal Bauer seconds the motion. Voting is unanimous. Financials are approved.

Public Comment:

Bob Kowallis would like to have an itemized list of all the invoices that are paid monthly. It is stated that the check register is provided monthly.

Scheduled Agenda Items:

Tentative FY Budget: The mayor indicated that he has been working with the accountant and we have been working to balance the number as we come to the year's end. Looking at the year-to-date numbers, there are some areas that we have overspent and some that we have under spent. The budget will be close to this fiscal year of 2026. We will need to make some adjustments where we will be doing more projects in the next fiscal year, mainly on roads. The projected budget for 1.188 million. Don Sant makes the motion to accept the Tentative 2027 FY Budget. Michael Bauer seconded the motion. A roll call vote was cast. Results are as follows

Aye

Nay

Abstain

Council Member – Michael Bauer

X

Council Member – Don Sant	X
Council Member – Scott Solum	X
Council Member – Jim Brown	X
Mayor – Doug Clements	X

All in favor. The motion carries.

Fraud Risk: Every year we are required to fill out the fraud assessment and send it to the state. This shows the risk of potential fraud in the town. Our risk according to this assessment is low risk scoring 355 out of 395. This is something that is presented to the council for their approval and if there is anything they feel that needs to be addressed we can have a discussion. The council reviews the assessment and feels that we have everything in order.

Cemetery Ordinance 2026-02:

The meeting focused on reviewing and updating the cemetery ordinance. Jim presented a new ordinance (2026-02) that he developed after researching practices at other cemeteries like Wallsburg, Midway, and Heber. The updated ordinance allows for a total of three burials per headstone - one casket and up to two cremations - and requires a single headstone to list all individuals interred together. While exceptions can be considered by the town council, the ordinance aims to maintain a neat and well-organized cemetery appearance. This ordinance will repeal the Resolution 2001-05 and Ordinance 2014-02. Michael Bauer makes a motion to accept Cemetery Ordinance 2026-02. Scott Solum seconds the motion. All in favor. Motion carries.

Town Business:

Continued Discussion of the 100-acre annexation:

The mayor discussed ongoing discussions about the 100-acre development, clarifying that no formal application was made to Heber City and that the city expressed reluctance to annex without a comprehensive plan. The mayor indicated that this is the same issue Charleston has in that there is not a master plan. There will not be sewers in that area, but he has done some research and there are other ways to achieve the amenities required to develop that area. He emphasized the need for landowners to collaborate on creating a master plan that includes waste management, infrastructure, and water.

Land Use Ordinance Nuisance Ordinance 2003-02.

Specific items are I, J, K of this ordinance. We need to clean up the town and our own personal residences. We all need to comply with the regulations that are listed in the ordinance. The process that we would like to go forward with is sending out a letter to every resident, so everyone has a chance to review what is required. This will give everyone 30 days to make changes and comply with the ordinance. After 30 days, there will be a 10-day notice, and then a final. If the town needs to clean the easements, the property will be leaned for the cost of the cleanup. Scott states that they do not want to link the Heritage Committee to this ordinance, but they have come up with a way to help.

The mayor proposed making June an annual town cleanup month, with the town providing dumpsters and coordinating with Wasatch County to truck waste for free, saving approximately \$200 per dumpster. He suggested linking the cleanup initiative with the existing free dump month to maximize participation. The mayor also announced plans to work with an attorney to hire a third-party company to handle code violation compliance, aiming to reduce the burden on Don and work more collaboratively with residents. The discussion touched on specific compliance issues, including debris in town rights-of-way and the handling of property easements. Brian stated the town's approach to enforcing ordinances, explaining that violations can be handled as either criminal or civil matters, with civil proceedings being generally preferred.

Land Use Ordinance section 02-0624:

The mayor has concerns about recreational vehicles being parked in residential areas for extended periods. This has been brought to town as an ongoing issue. The mayor indicated that he has personally witnessed this and this needs to be corrected. Not only is this not allowed, but there are also potential environmental issues with raw sewage disposal. This is something that the town is going to address very soon. This is a warning to make the necessary corrections. There will be citations issued very soon.

The ordinance states that if you have a visitor, they may stay for 2 weeks. If you are building a home, then special permits can be issued for those situations.

Town Events:

Natalie Taylor stated that they have successfully been the recipient of two TAP grants, one for funding a "Splash and Catch" activity on July 24th and another for an oral history YouTube project called "Preserving Charleston." Additionally, plans were discussed for applying another grant to fund the design and engineering of a park upgrade, with a public input session planned at an upcoming barbecue event.

Natalie also discussed plans for a park project, explaining that a grant will cover design and engineering costs this year, with actual construction work planned for next year. She outlined upcoming community activities including a potluck on June 1st and a cleanup day on Saturday June 6, 2026, requesting volunteers to help with trucks, dumpster trailers, and street cleanup.

Town Property and Maintenance:

- a. Cemetery- The mayor discussed improvements to the cemetery, including plans to create a map for plot locations and potentially add an online version. He highlighted recent enhancements, such as tree planting and headstone maintenance, expressing satisfaction with the cemetery's current state ahead of Memorial Day.
- b. Shop Clean up-None
- c. Town Hall- The meeting focused on discussing the future use of a 2–3-acre pasture near Town Hall. The mayor and Lynn Fautin debated potential uses, with the mayor expressing concerns about previous maintenance issues and proposing an arena or community garden. The group agreed the property should benefit local youth, potentially through 4-H or FFA programs, though specific plans were not finalized.
- d. Roads- Ongoing progress
- e. Park-None

Town Equipment-Maintenance and Repair:

- a. Surplus: Karen provided an update on surplus items. The lawn mower is a \$350.00 and there haven't been any bids for the snowplow yet.

Town Projects:

A- 5-Year Capitol Projects Plan

- a. Scott Solum discussed a recent town meeting that had good attendance from council members and planning commission members, though only 63 out of the 400+ population participated in the survey. He highlighted key findings from the survey, including residents' preference for maintaining the town's rural character and community feel while expressing concerns about growth and traffic. Scott noted some

contradictions in the survey results, particularly regarding infrastructure development and the importance of trails, which he attributed to mixed feelings about growth across the county.

Closed Session to discuss the Character and/or competency of an individual.

Don Sant makes the motion to close the regular session and go into the closed session. Michael Bauer seconded the motion. All in favor. Motion carried.

Don Sant makes a motion to adjourn Scott Solum seconds the motion.

Meeting adjourned at 10:30 p.m.

Submitted by Karen Mair – Clerk\Recorder

Approved 6-4-2026