

TOWN OF CIRCLEVILLE



TOWN OF CIRCLEVILLE MINUTES

May 20, 2026

The regular meeting of the Circleville Town Council was called to order at 6:12 PM by Mayor Kristi Westwood. Council members present were Stacie Gass, Tyler Dalton, Kaylie Barney, and Shirl Fox. Lindsie Dalton, Town Clerk, was also in attendance. Mayor Westwood opened the meeting.

Public Attendees - No attendees

The Mayor asked if there were any items not listed on the agenda. There were none.

Water Meter Request

Piute County School District

The Council discussed the School District's request for a dual meter setup consisting of both a 2-inch and 4-inch water meter. The contractor's design includes installation of both meters, with the contractor responsible for meter installation. The Town's primary expenses will include the purchase of the meters, administrative costs, and installation coordination. The estimated total cost is approximately \$4,000. Kaylie Barney made a motion to approve the request for both a 2-inch and 4-inch water meter. Stacie Gass seconded the motion, and it passed unanimously.

Business License

Chy's Rusty Spur Coffee – Chyanne Soffel

Chyanne Soffel applied for a business license for "Chy's Rusty Spur Coffee," a mobile coffee cart that will initially operate in Circleville with plans to expand throughout the county. The Council noted that a \$50 utility fee will apply when using the Town park facilities. Stacie Gass made a motion to approve the business license for Chy's Rusty Spur Coffee. Shirl Fox seconded the motion, and it passed unanimously.

Additional Discussion Items

Park Policies & Utilities

Stacie Gass questioned whether there is a written policy requiring businesses using the park to clean up after themselves and dispose of their own trash. The Council agreed it would be beneficial to create a formal policy for park users. Tyler Dalton discussed concerns regarding there being only one power pedestal currently available at the park. He would like to explore adding additional power access to accommodate multiple businesses operating at the same time. Lindsie Dalton will contact Rocky Mountain Power to discuss options for expanding power access at the park. Stacie Gass also asked about restroom accommodations. The Council noted that the Town currently meets those requirements at the new park location.

Playground Equipment & Piano

The School District has been invoiced for the piano purchased from the Town. The Town will be purchasing a playground slide from the School District. Following Memorial Day, the Town plans to remove playground equipment from the school and relocate usable items to the new Town park.

Cemetery & Town Building Projects

The Council discussed the current Request for Bids (RFB) for the cemetery fencing project. One bid has been received so far, with additional bids due by June 1. The Council also discussed repainting the Town building. One bid has been received, and an additional bid is needed before moving forward with the project.

Stacie made a motion to adjourn the meeting. Shirl seconded the motion, and it passed unanimously.

The meeting adjourned at 6:26 PM.