



Dutch John Town Council Work & Business Meeting

Minutes

Wednesday, May 27, 2026 at 6:00 pm

Meeting Address: Dutch John Community Building, 530 S. Blvd., Dutch John

Electronic participation will be available. See <https://dutchjohn.gov/pages/calendar> for more details.

Work Items:

1. Call to Order / Pledge of Allegiance / Attendance

Minutes:

- Call to order at 6:02pm

Attendance

- Town Council & Staff: Butch Johns, Harriet Dickerson, Sandy Kunkel, Rachel Albritton
- Public: Peter Guinn (online), Jamie Barrus (online)

2. Planning and Zoning Ordinance/CUP Updates

Minutes:

The council reviewed proposed revisions to the Planning and Zoning (P&Z) ordinance with the goal of moving it to the town council for final approval. The discussion focused primarily on Chapter 14 (Planned Unit Development, or PUD) to address grammar, completeness, and alignment with town goals.

Key Revisions Discussed:

- Discussion on areas where grammar and spelling corrections were needed.
- Clarified the requirement for an HOA to present a copy of its annual registration with the Department of Commerce to the Town. In the CC&Rs sections the reference to a lighting plan needs to be clarified that lighting should conform with the International Dark Skies program. This is a designation that the Town is already working toward.
- Add a point in the CC&Rs private road maintenance section: Developers must install an approved sign at the entrance of a private road stating, "Private Road, No Town Maintenance".

- Add a note to Item E on page 122 that the 20-day timeline for responding to a completed PUD plan may be altered due to unforeseen, extenuating circumstances beyond the town's control, such as a natural disaster or pandemic. It was suggested this should also be added to the general ordinance section defining timelines.

Sandy motioned to move the Ordinance to the Town Council meeting. Harriet second. All in favor.

3. Sun Drop PID

Minutes:

- The public hearing for the Sun Drop PID is posted for two weeks from the date of the work session.
- A discrepancy was noted that the document time is 7:00, but the posting time is 6:00. The posting will need to be updated to reflect the time provided in the document.
- All necessary governing documents and exhibits referenced in the public hearing notice have been secured and are available for review.

4. 2027 Budget

Minutes:

- The council will need to adopt the tentative 2027 draft budget at the upcoming Town Council meeting.
- A public hearing on the tentative 2027 draft budget is scheduled for the 10th of the following month, along with the PID hearing and a resolution on elected officers' pay.

5. General Plan Update

Minutes:

The General Plan update was included as a reminder and will be the main topic of the next workshop session, as the plan has not been updated in four years. The council identified specific areas requiring changes to reflect current growth and goals:

- Federal Lands: Include language to enforce cooperation with the federal government on using surrounding federal land for trails, a rifle range, and other public amenities.
- Airport Development: Update the airport section to align with current objectives.
- Housing Requirements: Change the wording on affordable and low-income housing from a statement of preference ("would like to have") to a requirement for new developments.
- Recreation/Infrastructure: Revisit plans for parks, trails, roads, and other infrastructure, working with the RDA to ensure the projects move forward.

6. Financial Report

Minutes:

The financial report for the current budget year was reviewed. The overall financial position is considered "good". The scholarship fund was covered using discretionary

funds as it was not budgeted for this year.

7. Ambulance Procurement Update

Minutes:

Butch discussed tentative bids for an ambulance funded by a federal grant earmarked from Mike Kennedy's office.

- The grant is for around \$458,000; the town will be responsible for any overage.
- Two units are immediately available in Salt Lake City, both white, differing primarily in box size (a smaller one was preferred for town needs).
- Training for EMTs will be provided by Gold Cross in Vernal.
- The council plans to develop a policy to pay EMTs and require at least two people on call, ideally pairing a fireman (who has emergency vehicle training) as the driver with an EMT assistant.

Business Meeting, 7:00PM:

8. Call to Order

Minutes:

Call to order at 7pm

9. Roll Call

Minutes:

- Town Council & Town Staff: Butch Johns, Harriet Dickerson, Sandy Kunkel, Rachel Albritton, Allen Parker (online), Amy McDonald (absent, excused)
- Public: Peter Guinn (online), Jamie Barrus (online), Corey Auger, Scott Gough, Dave Orr, JayDee Guymon

10. Consent Agenda

Minutes:

- Rachel motioned to accept the consent agenda. Harriet second. All in favor.

a. Minutes of meeting: May 13, 2026, May 20, 2026 Public Hearing

Minutes:

- Minutes accepted as presented.

b. Expenditures: Voucher List

Minutes:

- No questions

c. Correspondence:

Minutes:

- Email from Corey Auger about a red flag fire warning issued by the National Weather Service for parts of Daggett County, including Dutch

John, which was extended until the following day. Also, an email regarding statutory Wildland Fire season officially begins June 1st, after which burning on private land requires a permit.

11. Committee / Staff Reports

a. Mayor's Report

b. Volunteer Fire Department

Minutes:

Firefighters are undergoing certification training. The fire engine is operational and in the shed, but requires new valves to fully pass certification. The department received notification that their grant request for a water tender was approved.

c. Planning and Zoning

d. Building and Grounds

Minutes:

Paperwork and bonding for the town hall building remodel are in process, with the contractor having about seven to eight days left to finalize. The new water plant is nice and running, with a potential grand opening in the coming months. The old water plant is being re-roofed to become a shop. The cemetery needs two to three more American flags ordered.

e. Cemetery

f. Freedom Festival: July 4, 2026

Minutes:

Both July 4th events are progressing and everything is reported to be in order.

g. America 250 Utah Celebration

12. Public Comment

Minutes:

- Sandy Kunkel reported that the Senior Center is active, hosting games, dinners, and planning involvement in the 250 celebration. Discussion was held regarding the town's CIB bus service.
- Scott Gough asked about the fireworks location for this year. Butch confirmed that the Town has a written agreement with the landowner to use the property this year.
- Peter Guinn pointed out the discrepancy between the Sundrop PID public hearing document stating the time as 7:00pm while the public notice posting has it for 6pm. He also requested that the documents referenced for the Sundrop PID public hearing be scanned and distributed with the agenda for those who cannot access the town hall during business hours.

13. Old Business

a. Sun Drop PID Documents - Discussion and Possible Action

Minutes:

- The public hearing was posted with conflicting times (6 PM and 7 PM). The Council agreed to hold the public hearing on June 10th at 7 PM. Sandy motioned to accept the Sundrop public hearing and documents. Harriet second. All in favor.

b. Franchise Ordinance with Strata Network - Discussion and Possible Action

Minutes:

Sandy motioned to accept with corrections of Mayor Johns name. Harriet second. All in favor. Resolution passes.

VOTE

- Butch Johns - yes
- Harriet Dickerson - yes
- Sandy Kunkel - yes
- Rachel Albritton - yes
- Amy McDonald - absent (excused)

c. Dutch John Student Scholarship - Discussion

Minutes:

- The handout has been published and videos are due by June 17th.

14. New Business

a. Business Licenses: Bryan Hunt, Timmy Jerome Fishing, J.P. Fly Fishing

Minutes:

- Rachel made a motion to accept the business licenses. Harriet seconded. All in favor.

b. Utah Wildfire Resource MOU between Utah Division of Forestry, Fire and State Lands and Dutch John Fire Department - Discussion and Possible Action

Minutes:

- Corey Auger presented the updated five-year Utah Wildfire Resource MOU. The new language ensures that resources are prioritized for local use before national assignment. He went through the document and provided specific focus to any new items in the agreement.
- Sandy made a motion to accept and sign the MOU. Harriet second. All in favor. No opposed.

c. Planning and Zoning Ordinance Adoption - Discussion and Possible Action

Minutes:

- Rachel made a motion to accept the changes to the 2026 P&Z Ordinance (March) with corrections discussed in both the public hearing and town council work session. Sandy seconded.

VOTE

- Butch Johns - yes

- Harriet Dickerson - yes
- Sandy Kunkel - yes
- Rachel Albritton - yes
- Amy McDonald - absent (excused)

d. Rescind Building Permit Moratorium - Discussion and Possible Action

Minutes:

- The Council tabled action on rescinding the moratorium until June 10th to allow time for the newly adopted Planning and Zoning ordinance to be properly posted and published.

e. Dutch John Resort Setback Exemption Request - Discussion and Possible Action

Minutes:

- Based on the Planning and Zoning Commission's unanimous recommendation, the Council voted to not consider the request for a setback exemption. The refusal was based on concerns over future transportation planning (road widening, turn lanes), safety, and maintaining the town's overall design plan.

f. Letter of Support for Utah State Parks to Manage Antelope Flat - Discussion and Possible Action

Minutes:

- The Council agreed to ensure a letter of support is written and sent to the director of State Parks to support their effort to manage Antelope Flat.

g. Adopt Tentative Budget for FY 2027 - Discussion and Possible Action

Minutes:

- Sandy motioned to adopt the tentative budget. Harriet second.

VOTE

- Butch Johns - yes
- Harriet Dickerson - yes
- Sandy Kunkel - yes
- Rachel Albritton - yes
- Amy McDonald - absent (excused)

15. Closed Session, if necessary* Pursuant to 52-4-20

16. Adjournment

Minutes:

- Meeting adjourned at 8:10pm



Rachel Albritton - Deputy Clerk