

Official Meeting Minutes: Altamont Town Council

May 13, 2026 Time: 7:00 P.M. – 9:14 P.M. Location: Altamont Town Office 15588 W 4000N

Roll Call

Town Council

- Mayor Scott Allen
- Councilman Russell Sorensen
- Councilman Mike Foy
- Councilman Chris Baca (also known as “Porter” Baca)
- Councilman James Hems

Town Staff

- Amanda Gardner, Town Clerk
- Craig Kettle, Maintenance

- Brandon Peck, Fire Chief Arrived 7:12 PM / Left 7:35 PM

Public and Guests

- Brett Kettle Left 7:35 PM
- David Kettle Left 7:35 PM
- KaraLee Kettle Left 7:35 PM
- Russell Brinkerhoff Left 7:19 PM
- Mathew Miles Arrived 7:03 PM / Left 7:19 PM

Approval of Minutes

The Council reviewed the minutes from the regular meeting held on April 15, 2026.

A motion was made to approve the minutes of the April 15, 2026, meeting as presented.

Moved by: Russell Sorensen Seconded by: James Hems Outcome: The motion passed unanimously.

Upper Community Recreation District

Parks and Recreation: Ball Field Expansion Proposal

The Council addressed a strategic proposal to expand the town’s athletic facilities to accommodate Altamont’s recent growth. With 18 youth teams and 186 children participating this season, the demand for sports infrastructure has exceeded the capacity of current facilities, necessitating the repurposing of existing park space.

Technical Requirements and Spatial Realignment

The proposal involves the conversion of the current "big field" into two 200-foot Little League diamonds. The Council evaluated several technical and safety requirements:

Infield and Mound Configuration: The transition will include the installation of dirt infields and the utilization of portable mounds to provide flexibility for various age groups.

Safety and Buffer Zones: To ensure safe play for concurrent games, a minimum 30-foot gap will be maintained between the fields. Additionally, the Council identified the necessity for covered bleachers to protect spectators from foul balls.

Encroachment and Access: The expansion will require the fields to encroach approximately 20 feet into the south-side right-of-way and the current gravel parking area. However, the design must maintain sufficient egress for a one-lane road to ensure vehicle access.

Irrigation System and Maintenance Efficacy

The Council was told the status of the park's irrigation system, which is approximately 40 years old. It was noted that the system's manufacturer discontinued replacement parts, making the system increasingly difficult and costly to maintain.

Financial Consensus

While the Council expressed unanimous support for the project, it was clarified that no municipal funds are currently available. The project will rely on funding from the Recreation District, private equipment and labor donations, and material contributions from the local business community.

Community Heritage: Flag Pole Property Transfer

Mathew Miles presented a proposal regarding the transfer of the flag pole property from private ownership (Stephanie Christensen) to the Town of Altamont. Transferring the property to the Town ensures the landmark is maintained as a public asset in perpetuity.

Utility Detail: It was noted that the property's power bill through Moon Lake Electric is approximately \$38 per month. Currently, these costs are pre-paid for the next five years via community donations.

Procedural Requirements

The Council discussed several steps to finalize the transfer:

Professional Survey: A formal survey is required to establish legal boundaries.

Formal Proposal: Following the survey, a written proposal must be submitted for official legal review.

Financial Impact Review: The Town will conduct a final review of ongoing utility and maintenance costs before the deed is officially accepted.

The council reached a consensus to modify the meeting agenda in order to prioritize a presentation from K&K.

Waste Management

Cleanup Report and Donations

Trash Collection and Dumpster Donation: Representatives from the K &K presented an invoice for the recent free town cleanup. They noted a \$220.60 charge for fuel surcharges but waived the \$200 rolloff costs and the landfill fees as a donation to the town. Additionally, the Kettles announced they are formally donating the use of a 3-yard dumpster for the town, waiving the standard \$85 monthly rental fee

Fire Department Report

Recent Incident Summary

Agricultural Fire: A recent wildfire, sparked by unauthorized agricultural burning, consumed two acres and destroyed a structure. Vehicle Extrication: Department personnel successfully extricated a local motorist from a vehicle following a collision on Highway 87.

Operational and Leadership Updates

Fire Warden/Marshal Brandon Peck provided several critical updates regarding department continuity and equipment upgrades:

Equipment and Radio Infrastructure: The department has acquired six L3 Harris radios (three via a \$10,000 grant and three from the county). An additional five BK radios are anticipated mid-season from the BLM.

Strategic Upgrades: The Council reviewed a \$23,000 bid for Truck 157, which includes a new aluminum bed and storage boxes. This upgrade is necessary to meet Type 3 wildland certification requirements.

Grant Funding: A critical CIB grant meeting is scheduled for June 4th in Bryce to determine final funding for a new Type 3 fire truck.

Leadership Transition: Chief Peck announced his resignation due to increasing professional obligations as County Warden. He recommended Jared Thacker as his successor, with James Monsen proposed for promotion to Assistant Chief, and Bev Sorensen remaining in the rank of Captain.

The council will finalize the change with an official council vote at an upcoming meeting.

Finalize BBQ Planning

Town Barbecue and Tournament Logistics: A strategic plan was established for a municipal barbecue scheduled for Saturday, May 25th. The Council noted that procurement for essential provisions, including meat products and sides, is complete. Furthermore, the local business community has committed to supporting the event through the donation of culinary equipment and necessary condiments.

Utility Maintenance

Sewer Lagoon Treatment and Rate Evaluation

Maintenance of the sewer lagoons remains a technical priority. Craig Kettle reported empirical evidence of chemical treatment effectiveness, noting that sludge measurements have decreased from 5–6 inches to approximately 2 inches. This treatment remains the primary strategy for avoiding mechanical dredging, which was estimated at \$250,000 a decade ago and would likely cost \$500,000 to \$750,000 today.

Motion: A motion was made to approve the resumption of annual Biolocus chemical treatments for the sewer lagoons at a cost of \$3,000. Moved by: James Hems Seconded by: Russell Sorensen Outcome: The motion passed unanimously.

Rate Analysis: The Council discussed a potential sewer rate increase of \$1.00 to \$2.00 per month. This adjustment is necessary to satisfy grant eligibility requirements regarding rate-to-income ratios and to establish a reserve fund for future infrastructure replacements.

Water System:

The pond is currently full and expected to overflow shortly if water is not utilized, no restrictions were placed during the meeting.

Code Enforcement

A stop-work authority was issued for an older, gutted single-wide trailer moved into town by Ashley Webb. The trailer lacks proper serial numbers matching its 1980 title, with a state tag indicating it was manufactured in 1974, violating age standards.

Density and Zoning: The Council noted a significant violation where a 14x70 trailer was split into two units, with the Church paying \$850/month rent for half. This violates the single-family dwelling zoning and the municipal requirement for a minimum of 500 square feet of living space (the split units are approximately 490 square feet). Management companies have been notified to rectify these illegal conversions.

Budget Review

Proposed Increases: The budget includes a \$50/month raise for Council members and a \$1.00/hour raise for Town Clerk Amanda Gardner, and Maintenance Personnel Craig Kettle.

Sales Tax: The Council adopted a conservative projection of \$90,000 to insulate the budget against potential economic fluctuations.

Interest Income: Revenue from interest is currently estimated at \$56,000. This figure is marked as *Provisional/Subject to Audit* pending final end-of-year market reconciliation.

Protective Services revenue was adjusted for \$75,000 in anticipation of higher fire risks.

Public Hearing and Fiscal Alignment: The Town will conclude the final budgetary reconciliation at formal public hearing, ensuring administrative transparency and municipal consensus.

Old Business

Administrative Signage: The Council reached a consensus to defer the installation of the new municipal identification sign until the subsequent fiscal year.

State Compliance and Permitting: The Council noted that the placement of metal signage at the municipal boundaries necessitates formal state permitting for any location extending 660 feet beyond the terminus of the pavement.

New Business:

There was no new business discussed.

Closing and Adjournment

The Council announced the rescheduling of the June meeting to accommodate public hearing requirements.

Next Meeting Date: June 17, 2026. This meeting will include a Public Hearing for the formal adoption of the budget and the proposed compensation increases.

*Motion to Adjourn: A motion to adjourn was made from the floor. Moved by: Chris (Porter) Baca
Seconded by: Russell Sorensen Outcome: The motion passed unanimously.*

Mayor Scott Allen declared the meeting officially adjourned at 9:14 P.M.

Read and approved this 17 day of June, 2026.

Minutes of the meeting prepared by Amanda Gardner Town Clerk