

**STATE OF UTAH  
COUNTY OF SEVIER  
TOWN OF ANNABELLA**

**TOWN COUNCIL MEETING  
June 11, 2026**

Minutes from the Annabella Town Council Meeting held Thursday, June 11, 2026, beginning at 6:00 p.m. in the Town Council Chambers, located at 295 East 300 North, Annabella, Utah. Mayor John Chartier conducting.

1. BUDGET PUBLIC HEARING. Mayor John Chartier opened the budget public hearing. Tina Mitchell, Town Clerk, presented a budget overview.

**2025/2026 Year in Review:** With the fiscal year approximately 91% complete, the General Fund had brought in \$469,000 against a budget of \$491,000, with expenditures of \$433,000, yielding a net of \$36,279. Mitchell highlighted that sales tax and property tax revenue totaling \$224,000 had been trending upward in recent years. The exercise room was generating approximately \$13,000 annually, with 30% set aside to offset utilities. Notable expenditures included the purchase of a sprayer and a mini excavator. The Capital Projects Fund activity included contributions toward the mini excavator, a chip seal project, and a \$350 survey for the cul-de-sac. The Culinary Water Fund reported total revenue of \$211,000, operating expenses of \$128,881, and a net cash balance of \$10,278 after bond obligations and reserves, though Mitchell noted that depreciation of \$127,000, while not a cash expense, would otherwise render the fund in the negative. The Pressurized Irrigation Fund brought in \$72,000 against expenses of \$46,835. The Perpetual Care Fund received \$6,200 in revenue (plot sales and interest) and spent \$655 on a cemetery-specific lawnmower bag.

**Recommended 2025/2026 Amendments:** Mitchell identified a data entry error from the prior year in which building rent revenue was entered as \$1,300 rather than the correct \$13,000. She also noted that Class C road funds were being adjusted to \$95,000, explaining that a historical over-reporting of road mileage—originating from a 2009 road project where measurements were taken by odometer—had been corrected upon resubmission, resulting in a reduction of road fund revenue. A transfer of \$20,000 from the General Fund to the Capital Projects Fund was recommended to maintain compliance with the state's reserve cap. Additional budget line adjustments were proposed to accurately reflect the mini excavator purchase and the actual costs of the cul-de-sac and chip seal projects.

**Proposed 2026/2027 Budget:** The proposed budget maintains the same structure as prior years. The certified property tax rate of \$29,521 was set by the state and county. A 2% base rate increase was proposed for both culinary water and pressurized irrigation, effective July 1. Mitchell noted that the culinary water base rate had been \$25.00 in 2015 and had increased by only \$13.55 over the

past ten to eleven years, which she and Mayor Chartier noted favorably as demonstrating fiscal discipline. Planned expenditures include a 3% cost-of-living wage increase for all employees across all funds, medical benefits for one employee pending a water certification, \$10,000 for equipment purchase, and funds for building improvements. The Capital Projects Fund carries a balance of \$145,718 plus the \$20,000 transfer. Culinary water projects include lower tank lid and valve repairs budgeted at \$20,000. Irrigation projects include dirt work at the dams, inlet screens, and valve repairs at \$10,000. The town's long-term savings balances were summarized as approximately \$463,000 in the General Fund, \$215,000 in culinary water, and \$185,000 in irrigation.

Council members asked clarifying questions about what happens to unspent funds at fiscal year end (they roll into the unassigned General Fund balance or are transferred to Capital Projects if at the state cap), the status of the road chip seal project (in progress, anticipated before July 1), and insurance coverage for town equipment (confirmed as an annual warrant register item; the mini excavator was flagged for verification).

Public comment was invited. One member of the public, Kent Poulson, requested a copy of the budget document, which was provided. No additional public comments were offered.

Motion to close the first public hearing was made by Councilmember Brown at 6:14 p.m. The motion was seconded by Councilmember Morgan. The motion carried unanimously.

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## 2. PERMANENT COMMUNITY IMPACT BOARD WATER IMPROVEMENT FUNDING APPLICATION PUBLIC HEARING.

Mayor Chartier opened the second public hearing and provided a detailed overview of the Community Impact Board (CIB) application submitted by Annabella Town for culinary water system improvements.

The application is grounded in a culinary water master plan completed in 2025 by Jones & DeMille Engineering, which identified several needs. First, low water pressure on the south end of town falls below the state-required minimum of 40 PSI during peak day demand; the master plan recommends a booster pump station to create a new pressure zone for that area. Second, the existing distribution network lacks adequate fire flow in the west and southwest portions of town, falling below the desired 1,000 gallons per minute; a larger distribution line along 300 South is recommended to address this and improve fire hydrant coverage, with the expectation that improved fire flow could favorably impact homeowner insurance rates. Third, the town holds water rights that require ongoing paperwork, leasing activity, and proof of beneficial use filings to remain viable. Fourth, and most urgently, the town's two existing wells—the 600 South well and the 300 South well—have been experiencing declining aquifer levels

due to prolonged drought. At previous pump rates, both wells were tripping their low-level safety shutoffs. As a mitigation measure, the town reduced pump rates using variable frequency drives already installed on both wells. However, Mayor Chartier expressed concern about continued aquifer decline due to drought lag effects, making the drilling of a new well the primary driver of the CIB application.

The application was submitted June 1, 2026, requesting funding on an 80% grant / 20% loan basis for an estimated \$3,000,000 project—equating to \$2,400,000 in grant funds and a \$600,000 loan. Mayor Chartier noted that the town is tentatively scheduled to appear before the CIB board in September 2026, at which point the board will determine the actual funding split offered. He emphasized that submitting the application does not commit the town to accepting funding; any offer would be brought back to the Town Council and the public for further consideration. If funded at the 80/20 split, the estimated impact to residents would be approximately \$5.00 per month on water bills. A less favorable split would increase that figure proportionally. Mayor Chartier noted that the town's history of consistent 2% annual water rate increases positions Annabella favorably before the board compared to towns that have not incrementally adjusted their rates.

Mayor Chartier confirmed he had reviewed the required public hearing checklist for CIB compliance and that the minutes of these proceedings would be submitted as part of the application. Public comment was invited. Kent Poulson stated his support for the project. No further public comments were received.

Motion to close the second public hearing at 6:26 p.m. was made by Councilmember Nielson and seconded by Councilmember Brown. The motion carried unanimously.

3. ROLL CALL. Mayor John Chartier called the meeting to order and confirmed the presence of a full Council: Councilmembers Louis Brown, Kelvin Johns, Christopher Nielson and Stephanie Morgan.

4. OPENING REMARKS. Councilmember Johns offered the prayer.

5. PLEDGE OF ALLEGIANCE. The Pledge of Allegiance was led by Councilmember Nielson.

6. CITIZEN INPUT. There was not any citizen input.

7. APPROVAL OF MINUTES. Motion to approve the minutes as published was made by Councilmember Nielson and seconded by Councilmember Johns. The motion carried unanimously.

8. APPROVAL OF WARRANT REGISTER. Motion to approve the warrant register was made by Councilmember Nielson and seconded by Councilmember Morgan. The motion carried unanimously.

9. OPENING OF 2025/2026 BUDGET, BY RESOLUTION, FOR ADJUSTMENTS AS NECESSARY. Tina Mitchell clarified that this action formally opens the current budget to allow the amendments presented during the public hearing—including the building rent revenue correction, the Class C road fund adjustment, and the \$20,000 transfer to the Capital Projects Fund—to be recorded.

**Motion to approve the revenue and expenditure adjustments to the 2025/2026 budget by resolution was made by Councilmember Brown and seconded by Councilmember Johns. The motion carried unanimously.**

10. BUDGET ADOPTION, BY RESOLUTION, OF THE 2026/2027 BUDGET AND CERTIFIED TAX RATE. **Motion to approve the proposed 2026/2027 budget and certified tax rate of 0.000368 by resolution was made by Councilmember Johns and seconded by Louis Brown. The motion carried unanimously.**

11. DISCUSS EQUIPMENT PURCHASE OPTIONS. Eric Nielsen, Maintenance Supervisor, reported that the priority for equipment purchase had shifted from a scissor lift (previously priced at approximately \$4,400) to a transport trailer in order to haul the mini excavator to the Deep Lake reservoir area. He noted that a dam inspection is scheduled for June 30th, and significant work is required to address deadfall removal, dirt work, road repairs, and installation of a Forest Service-approved gate at Deep Lake. A bid for a gooseneck trailer had been received at \$13,000, but he noted it was not compatible with available tow vehicles and was exploring a bumper-pull option. Council approved proceeding with efforts to procure the trailer. It was also noted that a rented lift may be needed in the interim.

12. WATER SUPPLY UPDATE & REVIEW OF CURRENT WATER RESTRICTIONS. Eric Nielsen reported that the town's wells were being managed at reduced pump rates using variable frequency drives and were currently holding steady, with production roughly on track with the prior year. Water restrictions remain in effect. Approximately 20 reminder notices had been issued to residents since the previous meeting, with most residents responding cooperatively. Irrigation systems at town facilities had been cut back significantly, and some yellowing of grass was expected as a result.

Nielsen reported that the Annabella Reservoir is critically low, with only approximately two inches of water at the outflow gate; insufficient to release any meaningful flow to town. Deep Lake was similarly near the bottom of its gauge, with an estimated three to six days of usable water that, even if released, may not make it to the Annabella Reservoir given current flow rates. Nielsen reported that the natural spring flow feeding the system had declined ahead of its typical seasonal schedule, from approximately 1.6 units through April, to 1.3 through May, to 0.8 in June. The drought conditions at upper elevations were described as the driest observed in recent memory.

The discussion also touched on the condition of the historic irrigation ditch running from to Deep Lake, which was noted to be partially obstructed by fire-related deadfall. Nielsen reported having removed numerous trees from that stretch the prior year and estimated double that number remained. Councilmember Brown raised the question of whether federal rehabilitation funds associated with the recent wildfire might be available to assist with deadfall removal, but no definitive answer was available.

### 13. DEPARTMENT BUSINESS

#### PARKS AND BUILDINGS

It was reported that the door installation to the table room in the Community Center is scheduled for the week of June 22<sup>nd</sup>. Plans are in progress to remove several small pine trees from the front of the pavilion.

#### ACTIVITIES

Councilmember Nielson reported on plans for the Fourth of July celebration. Events begin Friday evening (July 3<sup>rd</sup>) with bingo, kickball, and cornhole at the Community Center. Victoria Singleton will manage the kitchen and serve root beer floats. The Council favored pulled pork with coleslaw for Saturday's lunch, with final decisions left to kitchen manager LaDean Coon. Deb Smith will run the 7:00–9:00 AM breakfast with the usual menu. Craig Peterson will give remarks at the flag-raising ceremony, and Bill Lee will continue the traditional wake up call.

Councilmember Nielson noted the following would be needed for the event: extra trash carts, mosquito spraying, inflatable slide verified, and full propane tanks. Additional volunteers are still needed for breakfast and lunch, and Council members will help recruit.

Councilmember Nielson requested approval to use the \$2,700 activities budget from the America250 grant for new cornhole boards and a small portable PA/Bluetooth microphone for indoor bingo; the Council supported both. The 250th anniversary flags will be put up along the road, with American flags added on the 4th.

No July council meeting will be held unless business requires one.

#### CEMETERY

No discussion.

#### ROADS

Councilmember Brown confirmed that a chip seal project is still on track to be completed soon.

#### WATER

Covered during Council business

14. YOUTH COUNCIL BUSINESS. Youth Council member, Owen Privett, presented the upcoming schedule of events. She noted that on August 1<sup>st</sup>, the Youth Council is planning a cardboard boat regatta, contingent on water levels cooperating. Yard flag subscriptions were discussed. The Youth Council also noted that food truck participation had decreased due to lower community event attendance and expressed a desire for greater community support.

15. OTHER BUSINESS. Tina Mitchell raised the question of whether the town would restrict personal fireworks for the Fourth of July. After brief discussion, the Council concluded that no formal ban would be issued and that residents would be encouraged to follow state law, exercise caution, and understand that individual liability rests with the user. Caution was recommended regarding areas bordering open land and the subdivision at the south end of town.

16. ADJOURN. At 7:24 pm. a motion to adjourn was made by Councilmember Morgan and seconded by Councilmember Johns. The motion carried unanimously.

Minutes of the Town Council meeting held Thursday, June 11, 2026 were approved this <sup>th</sup> day of <sup>,</sup> 2026.

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John Chartier, Mayor

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Tina Mitchell, Town Clerk