

MINUTES FOR OGDEN VALLEY SPECIAL COUNCIL MEETING

Monday, March 30, 2026, 1:00 p.m.
Huntsville Town Hall, Council Chambers
7474 East 200 South, Huntsville, Utah

Name	Title	Status
Janet Wampler	Mayor	Present
Tia Shaw	Council Member	Present
Peggy Dooling-Baker	Council Member	Present
Kay Hoogland	Council Member	Present
Chad Booth	Council Member	Present
Don Hickman	Council Member	Present
Sharon Robbins	Recorder	Present
Kathy Zindel	IT Director	Present
Corbin Gordon	City Attorney	Present

1. Call to Order by Mayor Wampler
 - a. Pledge of Allegiance led by Mayor Wampler
 - b. Moment of Silence for approximately one minutes
2. Public Comment (at the discretion of the Mayor). All public comment shall: 1) only be made by those after the person states his or her name and address for the record; 2) may last no longer than 2 minute unless otherwise allowed by the Mayor; 3) must be germane to the authority of the City Council and be directly related to city programs, projects, services or events; and 4) may not address an item already on the agenda.

Bill White – indicated the zoning for the former monastery property on the new zoning map from FV3 to AV3 which is appropriate. The parcel numbers that are part of the monastery are not showing up appropriately. He will give the parcel numbers to the Planning Commission.

3. Consent Agenda:
 - a. Minutes: March 9 (work session), March 16 (work session), March 17 (City Council), March 17 (Joint Session with Planning Commission)
 - b. Invoices: K&C

Mayor Wampler requested a roll call vote for the consent agenda.

Council member Hoogland motioned to adopt the consent agenda. Council member Hickman seconded the motion. City Council passed the consent agenda (4-1). Council member Dooling-Baker voted nay indicating she has questions about the minutes.

4. Ordinance 2026-07: Amending Moratorium. Discuss and possibly deny, continue, or adopt edits to Ordinance 2025-5 Moratorium.

City Attorney Gordon indicated that the amendment to the moratorium will be to consider evidence for parcels to show vesting. Currently this process is only for vested development agreements. This amendment will apply to parcels vested under other types of agreements. The builder will submit all documents to the City Attorney. If additional opinion is required, he indicated the process will include getting the opinion of the state ombudsman. These will be considered on a case-by-case basis with the City Council to the satisfaction of the City Council.

City Attorney Gordon will issue an opinion letter based on the two parcels that are going through this process now.

Mayor Wampler asked if the City Council would be considered an appeals body. There is a statute that will come into effect in May. City Attorney indicated he did not think the City Council would be considered an appeal body.

Council member Hoo

Council member Hoogland moved to adopt Ordinance 2026-07 Amending Moratorium with the addition approval with the satisfaction of the City. Council member Hickman seconded the motion. The motion passed unanimously (5-0).

Council member Shaw	Aye
Council member Dooling-Baker	Aye
Council member Hoogland	Aye
Council member Booth	Aye
Council member Hickman	Aye

5. Discussion: Upcoming Public Hearing on Impact Fees.

Council member Hickman indicated the drafts of the three IFFP funding plans have been completed by JUB and is with Zions. This notice will be completed around April 3rd. Finance is doing the IFAs.

The notice of availability will need to be posted for 10 days (maybe 14 days). Council member Hoogland will research to clarify. Then a 10-day notice for public hearing can be posted after the notice of availability period. Council members Hoogland and Hickman indicated they will clarify what will be done when.

Council member Hoogland clarified the Notice of Availability and Notice of Hearing are separate. They can run in parallel.

6. Ordinance 2026-08: Parking Code. Discuss and possibly deny, continue, or adopt Ordinance 2026-08 for Parking Code.

City Attorney Gordon stated he put together a conglomeration of parking codes from various municipalities. It appoints people to provide parking enforcement in the City, establishes fines and

ability to impound. Council member Dooling-Baker asked whether the Sheriff (Chief of Policy) could deputize a code enforcement officer to do this enforcement and was told yes.

Council member Hickman requested that the City Attorney ensure this ordinance as drafted is not contradictory to snow operation parking in Title 6 municipal code.

City Attorney Gordon made the changes to the draft ordinance. Council member Booth motioned to adopt Ordinance 2026-08 Parking Code with the version as amended in the meeting. Council member Shaw seconded the motion. The motion passed unanimously (5-0).

Council member Shaw	Aye
Council member Dooling-Baker	Aye
Council member Hoogland	Aye
Council member Booth	Aye
Council member Hickman	Aye

7. Ordinance 2026-09: Enforcement Code. Discuss and possibly deny, continue, or adopt Ordinance 2026-09 for Enforcement Code.

City Attorney Gordon since the City is considering hiring a contractor to enforce the code. The City needs to be able to enforce any of its codes. This gives power to the City to enforce anything that is its codes. The notice of violation is given in writing with 14 days standard notice, the party can request an appeal, and the party would receive service.

City Attorney Gordon since the City is considering hiring a contractor to enforce the code. The City needs to be able to enforce any of its codes. This gives power to the City to enforce anything that is its codes. The notice of violation is given in writing with 14 days standard notice, the party can request an appeal, and the party would receive service. City can impose civil fines.

City Attorney Gordon indicated the ordinance did not include how to conduct enforcement, whether someone would look for violations or just address complaints as received. There was a discussion about whether we would want the ordinance to include looking for violations. This is not in the ordinance and does not need to be addressed today. Less time and money would be spent if the enforcement officer is only looking at complaints.

Council member Hickman asked if there are sections of the Title 5 municipal code that should be looked at for conflicts. City Attorney Gordon will look into the municipal code.

Council member Hickman motioned to adopt Ordinance 2026-09 Enforcement Code. Council member Shaw seconded the motion. The motion passed unanimously (5-0).

Council member Shaw	Aye
Council member Dooling-Baker	Aye
Council member Hoogland	Aye
Council member Booth	Aye
Council member Hickman	Aye

8. Ordinance 2026-10: Fee Schedule Code. Discuss and possibly deny, continue, or adopt Ordinance 2026-10 for the Fee Schedule Code.

City Attorney Gordon says the City has the authority to adopt a fee schedule by resolution. Certain fees cannot be included in the fee schedule that are impacted by other statutes.

Council member Hickman indicated there is an ordinance for excavation permits. He asked the City Attorney Gordon to ensure there are no conflicts between these ordinances. For fees for excavation permits that may be in the schedule, they will be explicit in the permit application and will need to be coordinated to ensure they are the same.

Council member Dooling-Baker asked if fee schedule provides for recouping actual costs. City Attorney indicated that is the intention.

Council member Shaw motioned to adopt Ordinance 2026-10 Fee schedule Code. Council member Dooling-Baker seconded the motion. The motion passed unanimously (5-0).

Council member Shaw	Aye
Council member Dooling-Baker	Aye
Council member Hoogland	Aye
Council member Booth	Aye
Council member Hickman	Aye

9. Resolution 2026-18: Enabling to Adopt Fee Schedule. Discuss and possibly deny, continue, or adopt Resolution 2026-18 approving t Ordinance 2026-10 for the Fee Schedule Code.

City Attorney Gordon says the resolution is misnumbered in the attachments. The agenda is correct. Some Council members did not see the fee schedules.

City Attorney indicated this fee schedule is comprehensive, taken from other municipalities and may need to be adjusted.

Council member Hickman indicated the City adopted the Weber County fee schedules in the municipal code. City Attorney indicated the resolution would replace the Weber County fee schedule.

Mayor Wampler asked for a motion to table since not everyone saw the fee schedule.

Council member Hoogland motioned to table the Resolution 2026-18 Adopting a Fee Schedule. Council member Booth seconded the motion. The motion passed unanimously (5-0).

10. Ordinance 2026-11: Planning Commission. Discuss and possibly deny, continue, or adopt Ordinance 2026-11 for the Planning Commission.

City Attorney Gordon indicated that state code requires the City to pass an ordinance to adopt a Planning Commission and establish the rules associated with the Planning Commission.

Mayor Wampler drafted this in December and circulated it earlier. This ordinance includes the powers and duties that are more specific than what was adopted earlier.

Council member Hickman indicated municipal Title 2, Chapter 4 is about the Planning Commission. It should be rescinded.

Council member Dooling-Baker requested the Ordinance be tabled to provide more time for review of this Ordinance. Council member Shaw indicated we have been following this with the Planning Commission.

Council member Dooling-Baker motioned to table the Ordinance 2026-11 Planning Commission. Council member Booth seconded the motion. The motion passed unanimously (5-0).

Council member Shaw	Aye
Council member Dooling-Baker	Aye
Council member Hoogland	Aye
Council member Booth	Aye
Council member Hickman	Aye

11. Adopt amendment of Building Permit & Inspection ILA with Weber County

Council member Hoogland indicated that attorney Bill Morris to amend the Permit & Inspection ILA, to provide indemnification of the County collecting the fees on behalf of the City. Currently Weber County is collecting fees based on the Weber County fee schedule.

When we change the fee schedules, we will need to have the County collect fees based on the City fee schedules.

Council member Hickman motioned to adopt the amendment to the Building Permit & Inspection ILA with Weber County. Council member Shaw seconded the motion. The motion passed unanimously (5-0).

12. Resolution 2026-19: Deputy Recorders. Discuss and possibly deny, continue, or adopt Resolution 2026-19 approving alternate Recorders.

City Attorney Gordon stated that City Council members can be appointed as Deputy Recorder to take minutes when the Recorder is not available.

City Council Hoogland indicated it is not advisable for City Council members to be Deputy Recorder in meetings where they are involved in subject matter of the meeting. She drafted a resolution to draft volunteers to draft minutes of meetings. Our Recorder would retain oversight of the minutes.

City Council Dooling-Baker indicated the intent was to get a volunteer designee for Planning Commission meetings so that the schedule can be retained. According to resolution we cannot use AI to help with minutes. Three options on the table: designee as volunteer, AI help, or slow down meetings.

City Attorney indicated person sitting in meeting must be responsible. Mayor Wampler indicated someone must be sitting in the room for the meeting. If AI used, it must be reviewed by the Recorder.

Council member Hoogland indicated can we stop resolution to select volunteers to take minutes and research whether they must be present in the meeting.

It Director Zindel indicated the transcript of the recording of the meeting is available. There was a discussion about whether services can be used. No services have been found available.

Council member Hoogland indicated that other cities have used volunteers, the Zoom meeting, the transcript and otter.ai.

Mayor Wampler indicated resolution on the table. There was a discussion about whether the City Council members are comfortable taking the minutes.

Council member Shaw adopt Resolution 2026-19 appointing Council members as Deputy Recorders and/or the volunteers appointed by of the Mayor. Council member Dooling-Baker seconded the motion. All Council members voted aye (5-0).

13. Closed Meeting (As needed for any purpose as allowed in UCA 52-4-25)

No closed meeting was requested.

14. Adjourn **Council member Hoogland motioned to adjourn the meeting. Council member Hickman seconded the motion. All members voted aye (5-0).**

The March 30th, 2026 City Council Special meeting minutes were Approved by the Ogden Valley City Council on the 21st day of April, 2026.

Signature: *Sharon Robbins*

Printed Name: Sharon Robbins