

Hinckley Town Council
Hinckley Town Council Chambers
161 E. 300 N., Hinckley, UT
Digital Recording
Thursday, August 20, 2026

The meeting was called to order at 7:01 PM.

Invocation Chris Mork

I. Pledge of Allegiance

II. Roll Call:

Mayor Alan Miller
Council Members: Chris Mork, Kristi Townsend
Remote On-line: Council Member Ron Black
Planning and Zoning Clerk: Dixie Talbot

III. Guests: Melody Brinkerhoff (Hinckley Town Employee), Remote On-line: James Saunder (Jones & DeMille Engineering)

IV. Approval of Minutes

Council Member Chris Mork moved to accept the meeting minutes as presented for August 6, 2026. Seconded by Council Member Kristi Townsend, all voted aye.

V. Petitions, Remonstrances and Communication:

None.

VI. Report of Governing Body - Boards - Committees:

None.

VII. Staff Reporting

Mayor Alan Miller reported that the Watermelon Bust held August 19, 2026 was enjoyable for those that attended. Mayor Miller also informed the Council Members that Town Employee Dillon Lewis has his upcoming Fall Water Conference and has been studying for his certifications.

Council Member Ron Black reported that the Hinckley Town Planning and Zoning Commission held their meeting August 12, 2026.

VIII. New Business

1. Review and consider a positive recommendation from the Planning Commission to adopt Ordinance 26-08-20, An ordinance amending Hinckley Town Code, Title 11 Land Use, Chapter 19 Subdivision, Section 6 Definitions and

Section 21 Improvement Guarantees, Completion Assurances, and Warranties. An ordinance amending definitions to include "Completion Assurance" and 11.19.21 C.3. to include acceptance of an Irrevocable Letter of Credit.

Mayor Alan Miller stated that he had been on a telephone call earlier in the day with James Saunders, Jones and DeMille Engineering and Apex Development Partners, LLC President, Gregory Wagner. Mayor Miller stated that the amount would be edited to \$2,597,491.02 which includes a 10% contingency administrative fee. Gregory Wagner, Apex Development Partners, LLC accepted the amount from Jones and DeMille Engineering. Mayor Miller asked for a motion on a positive recommendation from the Planning and Zoning Commission to adopt Ordinance 26-08-20, An Ordinance amending Hinckley Town Code Title 11 Land Use, and Chapter 19 Subdivision, Section 6 Definitions and Section 21 Improvement Guarantees, Completion Assurances and Warranties. An Ordinance amending definitions to include "Completion Assurance" and 11.19.21 C.3. to include acceptance of an Irrevocable Letter of Credit.

Town Council Member Chris Mork made a motion to adopt Ordinance 26-08-20, An Ordinance amending Hinckley Town Code, Title 11 Land Use, Chapter 19 Subdivision, Section 6 Definitions and Section 21 Improvement Guarantees, Completion Assurances, and Warranties. An ordinance amending definitions to include "Completion Assurance" and 11.19.21 C.3. to include acceptance of an Irrevocable Letter of Credit. Council Member Kristi Townsend seconded the motion, all voted aye.

Roll Call Vote: Alan Miller - aye; Chris Mork - aye; Kristi Townsend - aye; Ron Black - aye

2. Review and discuss Resolution 26-09-03, a resolution setting forth a ten-year sewer service rate schedule to ensure adequate debt service coverage and meet ongoing sewer fund expenditures.

Mayor Alan Miller read from the resolution: "Whereas the Town Council of the Town of Hinckley deems it necessary to adjust monthly sewer service rates to ensure adequate debt service coverage of the ongoing sewer expenditures now therefore be resolved by the Town Council of the Town of Hinckley, State of Utah be scheduled as follows.

Section 1, the 10-year sewer service rate schedule approved monthly sewer service rates shall take effect on July 1st of each designated year.

Section 2, repeal of prior schedules. The rate schedule conducted here proceeds and replaces all prior sewer certificates. This resolution is effective immediately upon its passage and adoption". Mayor Miller asked for a motion to approve Resolution 26-09-03, a resolution setting forth a ten-year sewer service rate schedule to ensure adequate debt service coverage and meet ongoing sewer fund expenditures.

Town Council Member Kristi Townsend made a motion to accept Resolution 26-09-03. Council Member Ron Black seconded the motion, all voted aye.

Roll Call Vote: Alan Miller - aye; Chris Mork - aye; Ron Black - aye; Kristi Townsend - aye.

IX. Outstanding Business

None.

X. Miscellaneous Discussion

Town Council Member Kristi Townsend submitted a Letter of Resignation effective August 21, 2026. Ms. Townsend stated at this time it would be best for her and her family. She also stated it was not a decision she took lightly. The Council stated she will be missed and each member thanked her for her time.

Mayor Miller stated he has asked Town Employee Melody Brinkerhoff to do some research on new computers for the Town Office. At the present time the Town is still running Windows 10. Ms. Brinkerhoff has also been working on a maintenance schedule for the town equipment and vehicles. She stated she has found software and is working on a schedule.

Mayor Miller read a letter submitted by Josh Rusby regarding his water bill. Mr. Rusby had a leak on his property and did help town maintenance employee Dillon Lewis dig around the leak with a mini he had rented. He asked for his water bill to be reduced for July and August to the minimum payment of \$98.50. His current July bill was \$152.12. Mayor Miller stated he didn't have a problem with his request.

XI. Training

None.

XII. Payment of Bills

Council Member Kristi Townsend moved to approve the following purchase orders and pay bills:

PO # 444: Pelorus Methods, Support, \$625.00,

PO # 445: Mid-Utah Radio, Celebration Ads, \$350.00,

PO # 446: Stanworth Construction Co., Water Leak Repair 356 W 600 N, \$850.00,

P.O. #447: Rural Water Association of Utah, Fall Water Conference, Dillon Lewis, \$475.00,

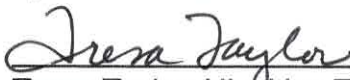
P.O. #448: Commercial Business Radio, Fire Dept. repairs, \$344.00

P.O. #449: Delta Glass, Repair and purchase dump trailer tire, \$237.11,

Council Member Chris Mork seconded the motion, all voted aye.

XIII. Adjournment

Council Member Kristi Townsend moved to adjourn the meeting at 7:25 PM, seconded by Council Member Chris Mork, all voted aye.



Tresa Taylor, Hinckley Town Clerk

Dixie Talbot, Hinckley Town Clerk



Mayor Alan J. Miller