



Beaver City Council Meeting Minutes

June 16, 2026 – 4:00 PM

Beaver City Council Chambers

30 West 300 North, Beaver, Ut 84713

Elected Officials Present: Mayor Matt Robinson; Council Members Hunter Holt; Lance Cox; Tyler Schena; David Albrecht; Randy Hunter

Council Excused: Randy Hunter was excused at 5:00 PM

City Staff Present: City Manager Monte Hawkins; Executive Assistant Taylor Gillins; City Recorder Meranda Martin; Treasure Patty Simard; City Attorney Justin Wayment

Others Present: Wade Bradshaw; Bob and Renee Davidson; Craig White; Kirby and Licia Barkdull; Anona Yardley

Council Member Tyler Schena offered the opening prayer, pledge and thought.

COUNCIL MEETING:

Conflict of Interest Statement:

No other conflicts of interest were voiced at this time.

City Council Minutes Approved:

Minutes of the previous **regular council meeting** were presented. Council Member Randy Hunter motioned, and Council Member Tyler Schena seconded to approve the minutes from **May 26, 2026**. The motion carried unanimously.

Bills Approval:

Bills were presented to the council and reviewed by the City Council Member Hunter Holt. He noted two larger expenditures one to Eaton for the new meter structure and the other for the UAMPS bill.

Council Member Randy Hunter motioned, and Council Member Hunter Holt seconded to approve the proposed bills for **May 26 to June 15, 2026**, as presented. The motion carried unanimously.

PUBLIC:

24th of July/ Pioneer Day:

Bob and Renee Davidson co-chairs of the 24th of July Pioneer Day celebration along with Kirby and Licia Barkdull, and Craig White. Presented an update and shared some concerns they have

for the festivities on the 24th of July. They expressed their appreciation for the tradition. They asked if there was someone to replace Sharm who had historically managed the parade's sound system. City Manager Hawkins informed them that Linden Simard has taken over the sound system set up.

The Davidson's emphasized that child safety during the parade remains a priority concern. The recurring hazard of children running into the street to collect candy thrown from floats and vehicles. The noted that the problem is compounded when participants in vehicles actively encourage children to approach. Their proposed solutions include having volunteers throw candy from the sideline into the crowd, rather than from moving vehicles, and engaging Search and Rescue. Mayor Robinson noted that the creamery takes the safety element seriously and has changed their approach to make the parade safer for everyone.

Craig White added that when they approached the Search and Rescue team about walking the sidelines, the team expressed hesitation about engaging in direct confrontations with the public. The Davidson's asked if they were going to be able to fill the water truck with water due to the restrictions. Mayor Robinsons noted that the fire engine falls under the Fire district, not Beaver City, and the city would not restrict the filling of the tank. Council Member Schena added that the tank is typically pre-filled in the shop.

PUBLIC HEARING

The Beaver City Council will receive public comments regarding Adjustment for Elected and Statutory Offices Public Hearing:

Motion to move to enter public hearing to discuss Adjustment for Elected and Statutory Offices was made by Council Member Lance Cox, Second by Council Member Tyler Schena. The motion passed unanimously by roll call vote.

Manager Hawkins briefly explained that the Utah State Code requires public transparency for any pay increases to specific elected officials and statutory employees. Cost of living adjustment for the state is 2.6%.

The Council Moved out of Public Hearing at 4:34 PM

The Beaver City Council will receive public comments regarding proposed FY2027 Enterprise Fund Transfers:

City Manager Hawkins advised the Council that no enterprise fund transfer was proposed for FY27. The mayor noted that this was the first time in several years that no enterprise fund transfers had been proposed, reflecting the stability of the general fund.

The Beaver City Council will receive public comments regarding the adoption of FY2027 Budget:

Motion to move to enter public hearing to discuss the adoption of FY2027 Budget was made by Council Member Lance Cox, Second by Council Member David Albrecht. The motion passed unanimously by roll call vote.

City Manager Hawkins provided an overview, noting the budget was prepared for adoption. He indicated that the major capital expenditure within the water fund is a project to properly re-bed and repair a 12-inch waterline along North Creek Road, estimated at approximately \$300,000 to address a history of pipe failures attributed to bedding installed below current construction standards.

Mayor Robinson spoke to an ongoing water management discussion with Wade Bradshaw, who had attended a prior council meeting. Mayor Robinson clarified that Bradshaw's concern was not about financial management but about physical water management. Mr. Bradshaw expressed concern that unused water rights, which do not carry over at year-end, represent a lost resource, and encouraged the City to plan for running the Center Street well more proactively to ensure full utilization of available water rights.

Mayor Robinson also briefed the council on a morning meeting with Jaren Bushman, Executive Director of the Five County Association of Governments (Five County AOG). He explained that for the first time, Beaver City will receive a direct invoice from the Five County AOG beginning in January 2027 for its proportional share of the organization's operational funding. Historically, counties absorbed the full cost; the new formula allocates 60% to counties, 25% to cities, and 15% to school districts based on population. Beaver City's share will be \$1,954 annually. City Manager Hawkins noted this amount would be coded under dues and memberships in the administrative budget.

Council Member Holt identified a minor data entry issue in the water fund where a beginning balance figure appeared to be entered twice and confirmed with City Manager Hawkins that both entries should be removed for accuracy.

The Council Moved out of Public Hearing at 5:22 PM

The Beaver City Council will receive public comments regarding the proposed Sewer Connection Amendment. Use Mandatory code 8.3.4:

Motion to move to enter public hearing to discuss Sewer Connection Amendment was made by Council Member Tyler Schena, Second by Council Member Hunter Holt. The motion passed unanimously by roll call vote. 5:26 PM

At the previous meeting council meeting, council discussed requiring those individuals not presently connected to the city sewer system who live within 300 feet of a main sewer line to connect to the sewer line when their system fails. It was also discussed that these residents pay a "standby fee" in lieu of a typical sewer fee until their system fails and they connect to city sewer. This standby fee does not go towards their future connection costs, rather it goes towards the current infrastructure operation and maintenance.

No public comment was received.

The Council Moved out of Public Hearing at 5:32 PM

The Beaver City Council will receive public comments regarding the proposed Ordinance Amending Beaver City Code Title 11, Chapter 1 Section 12 Amendments, Hearing, and Publication:

Motion to move to enter public hearing to discuss Ordinance Amending Beaver City Code Title 11, Chapter 1 Section 12 Amendments, Hearing, and Publication. was made by Council Member Lance Cox, Second by Council Member Hunter Holt. The motion passed unanimously by roll call vote.

City Recorder Meranda Martin explained to the council that when looking through the code book she noticed that code 11.1.12 Amendments, Hearing and Publication is severely outdated (1994) compared to what current Utah State Code says. This new ordinance will allow us to comply with Utah State Code when notifying the public about a public hearing.

The Council Moved out of Public Hearing at 5:37 PM

ACTION AGENDA

COLA Percentage Approval:

As previously discussed in the public hearing the COLA increase will be for Beaver City Employee for the FY27. The URS determined that the COLA increase will be 2.6% this year.

Motion to approve COLA Percentage at 2.6% approval was made by Council Member Tyler Schena, Second by Council Member Lance Cox. The motion passed unanimously by roll call vote.

Ordinance Adjustment for Elected and Statutory Offices:

Ordinance 6162026(A) establishes pay adjustments for the City Treasurer, City Recorder and all other elected and statutory offices.

Motion to approve Ordinance Adjustment for Elected and Statutory Office 6162026(A) was made by Council Member Tyler Schena, Second by Council Member Randy Hunter. The motion passed unanimously by roll call vote.

Action on FY2027 Enterprise Fund Transfers:

This item was canceled as no enterprise fund transfers were proposed for FY2027.

Action on FY2027 Budget:

Motion to approve FY2027 Budget was made by Council Member David Albrecht, Second by Council Member Lance Cox. The motion passed unanimously by roll call vote.

Ordinance for Sewer Connection Approval:

Motion to approve Sewer Connection Ordinance 6162026(B) was made by Council Member Tyler Schena, Second by Council Member Lance Cox. The motion passed unanimously by roll call vote.

Communication Fee Resolution:

City Manager Hawkins and Recorder Meranda Martin presented to the council a proposal to increase the existing communication fee on utility bills from \$2.00 to \$4.00 per month, with the increase intended to cover both the continued maintenance of the TV Hill over the air broadcast infrastructure and the cost associated with new payment technology platforms. The technology platform would be direct coverage for upgrades, modernized utility billing and payment software that provides features such as tap pay and increase in paperless operation.

The technology upgrades the city office would get is Pathpoint. Meranda explained that Pathpoint would replace the City's current Paymentech system and would provide modern features including tap-to-pay capability, improved chargeback dispute management, real-time reporting, and streamline reconciliation.

Meranda also described a proposed incentive for customers who opt into paperless billing, offering \$1.00 monthly credit on their bill. She confirmed that the City's billing platforms the credit will be feasible. City Manager Hawkins noted that moving toward paperless billing and ACH autopay would yield long-term savings in paper, postage, and clerical labor, which would ultimately benefit residents.

The revenue breakdown was clarified: approximately \$1.40 of the \$2.00 increase would cover technology costs, with remaining \$.60 going toward TV hill operations.

Motion to approve Communication Fee Resolution R6162026(C) was made by Council Member Tyler Schena, Second by Council Member Lance Cox. The motion passed unanimously by roll call vote.

Approve Ordinance Amendments, Hearing, and Publication:

Motion to approve Amendments, Hearing, and Publication Ordinance 6162026(D) was made by Council Member David Albrecht, Second by Council Member Tyler Schena. The motion passed unanimously by roll call vote.

Truth in Taxation:

Treasurer Patty Simard presented the annual certified property tax rate for council approval, explaining that the Beaver County Assessor's office had requested formal adoption by June 22nd. Beaver city's tax rate remains at 0.000170%. For context Patty noted other Beaver County tax rates and Beaver City's is the lowest in the county. Mayor Robinson recalled that the last time the City took formal action on its tax rate; it was lowered in conjunction with a transition of sheriff's office funding for individual city fees to a countywide tax structure.

Motion to approve Certify Tax Rate was made by Council Member Tyler Schena, Second by Council Member David Albrecht. The motion passed unanimously by roll call vote.

Fraud Assessment Approval:

At the last city council meeting we went over the question in the Office of the State Auditor fraud risk assessment. City Recorder Meranda Martin filled out the questionnaire and needed the council's approval. The assessment resulted in a "low risk" designation. Manager Hawkins suggested formalizing an audit committee as a future step.

WORK AGENDA

4th Of July Discussion:

The City Council discussed plans for the City's 4th of July celebration, noting the event's significance as the United States's 250th anniversary. The event is planned from 6:00 pm to 10:00 pm. Mayor Robinson suggested adding a 10–15-minute patriotic program around 6:45 pm, including a patriotic tribute to America. He offered to coordinate the program and provide hot dogs and associated supplies for the event. Council Member Schena offered use of a water trough for the bottled water.

In conjunction with 4th of July discussion, Council Member Cox raised the matter of implementing a Level 2 fire restriction for Beaver City given the current dry conditions, following a discussion at the prior evening's fire board meeting. City Recorder Meranda had prepared a draft resolution.

Mayor Robinson read the key provisions of the proposed resolution aloud: prohibiting open fires except in approved fire pits, prohibiting grinding or cutting metal near dry vegetation, and restricting fireworks ignition to three designated areas- the Beaver City Swimming Pool parking lot, Beaver Fire Station No. 2 parking lot, and the Beaver City office parking lot. The resolution also included penalty language citing a Class B misdemeanor.

Discussion arose regarding the specific statutory citation and whether the jail time and fine among were accurate under current stat law. Attorney Justin Wayment suggested referencing Utah Code directly in the resolution rather than specifying penalty amounts, allowing enforcement officers to apply the appropriate charge level based on the circumstances.

Motion to approve Resolution R6162026(E) (Beaver City Level 2 Fire Restriction) was made by Council Member Randy Hunter, Second by Council Member Lance Cox. The motion passed unanimously by roll call vote.

Reports, Updates, Old Business Follow Up: Elected Officials and Staff:

Treasure Patty Simard:

Patty talked with the council about new software to help with invoice payments. It's an AI-assisted invoice processing platform. The current process involves manual scanning of invoices, manual data entry into the accounting system, manual check writing, and physical mailing. Patty stated that for a single billing cycle involves approximately 200 invoices and consumes around 16 hours of staff time. Bill.com would automate invoice intake from email, to paying the vendor.

Executive Assistant Taylor Gillins:

Taylor informed council that the approved fee schedule is live on our website except for the water section. She explained that accurately converting commercial water usage data (in gallons) to acre-feet and then applying the City's current acquisition fee of \$22,500 per acre-foot has

produced very large figures for certain commercial categories such as motels, retail businesses, and high-volume water users that the staff is not comfortable publishing. She noted that the data itself has inconsistencies from prior reporting systems, and that some properties were included in reports that should not have been. Manager Hawkins confirmed that the team has consulted neighboring communities and found that each jurisdiction handles commercial water acquisition differently. He emphasized the goal is to produce a fee schedule that is data-driven and legally defensible.

Recorder Meranda Martin:

Meranda reminded the council and public that public hearing notices will follow state code and be posted on the Utah Public Notice website and the City's own website, in addition to three physical posting locations, rather than in the newspaper. She encouraged residents to subscribe to the Utah Public Notice website to receive email notifications whenever the city posts new notices.

City Manager Hawkins:

Monte reminded the council that the next council meeting would be held the following Tuesday, June 23rd, to address the FY2026 budget closeout.

Council Member Cox:

Lance raised concern regarding the lighting on Main Street, noting it appears significantly darker than other comparable to main streets he had observed. He suggested that the council investigate the issue, acknowledging it may not require action in the current fiscal year. Council Member Schena noted that the shorter poles do not project sufficient light for drive or pedestrian safety and referenced a long-standing concern near the 200 N and Main St intersection.

Public Comment:

Closed Session:

Council Member Tyler Schena motioned, and Council Member Lance Cox seconded to move into closed session to discuss purchase, exchange, or lease of real property when public discussion of the transaction would disclose the appraisal or estimated value of property. Council Members Holt, Cox, Schena, and Albrecht voted yea by roll call vote. Motion passed with a unanimous vote. The Council moved into closed session at 6:46 p.m. and moved out at 6:57 p.m.

Present in the above closed session: Mayor Matt Robinson, Council Members Hunter Holt, Lance Cox, Tyler Schena, David Albrecht, City Manager Monte Hawkins, City Recorder Meranda Martin, and City Attorney Justin Wayment.

Council Member David Albrecht motioned, and Council Member Tyler Schena seconded to move into closed session to discuss pending or imminent litigation. Council Members Holt, Cox, Schena, and Albrecht voted yea by roll call vote. Motion passed with a unanimous vote. The Council moved into closed session at 6:58 p.m. and moved out at 7:30 p.m.

Present in the above closed session: Mayor Matt Robinson, Council Members Hunter Holt, Lance Cox, Tyler Schena, David Albrecht, City Manager Monte Hawkins, City Recorder Meranda Martin, and City Attorney Justin Wayment.

Action:

No actions resulting from the closed session discussions.

Adjournment:

Council Member Tyler Schena motioned, and Council Member David Albrecht seconded to adjourn the meeting. All voted in favor. None opposed.

The Council Meeting was adjourned at 7:30 p.m. The next scheduled regular Council meeting will be held June 23, 2026, at 5:00 p.m.



APPROVED: _____

MATTHEW ROBINSON
MAYOR

ATTEST: _____

MERANDA MARTIN
CITY RECORDER