

**PAROWAN CITY COUNCIL MEETING MINUTES
SEPTEMBER 10, 2026 – 5:30 P.M.
PAROWAN CITY COUNCIL CHAMBERS
35 E. 100 N., PAROWAN, UT 84761**

Elected Officials Present: Mayor Mollie Halterman, Councilmember Lyle Barton, David Burton, John Dean, David Harris, and Rochell Topham

City Staff Present: Dan Jessen, City Manager; City Attorney Scott Burns; Chief Addison Adams, Parowan PD; Officer Michael Bleak, Parowan PD; Callie Bassett, City Recorder.

Public Present:

1. Welcome and Call to Order

Mayor Mollie Halterman called the Parowan City Council Meeting to order on Thursday, September 10, 2026, at 5:30 PM.

2. Opening Ceremonies

The invocation was offered and the Pledge of Allegiance was led by Commissioner/Officer Blake.

3. Declaration of Conflicts With or Personal Interest In any Agenda Items

No conflicts or personal interests were declared by any member of the City Council.

4. Public Comments

No members of the public came forward to offer comment.

CONSENT AGENDA

5. Meeting Minutes from Special Work Meeting August 17, 2026 and Regularly Scheduled City Council Meeting from August 27, 2026 4:13

6. Warrant Register for September 10, 2026

7. Financial Report for August 2026

Motion to approve Consent Agenda Items 5, 6, and 7 was made by Council Member Rochell Topham and seconded by Council Member David Burton. The motion carried unanimously.

ACTION AGENDA

8. Consider Appointing Jennelle Zajac and Brandon Allen to Serve on Shade Tree Committee

Mayor Halterman announced that Heidi Toya had resigned from the Shade Tree Commission, including the chair position, and that Bryce Mineer had also stepped down due to other commitments, primarily with fire and his tree business. Mayor Halterman expressed gratitude for their service and recommended appointing Jennelle Zajac and Brandon Allen as replacements. She noted that Jennelle had already been attending recent meetings and contributing meaningful ideas, and that both individuals had demonstrated a strong commitment to the community.

Motion to approve the appointment of Jennelle Zajac and Brandon Allen to serve on the Shade Tree Committee was made by Council Member David Burton and seconded by Council Member John Dean. The motion carried unanimously.

9. Set Date for Public Hearing on Vacating Main Street to Lance Shotwell Trade for September 24, 2026

Dan Jessen confirmed that September 24, 2026 is the necessary date to keep the process on track. He noted that the vacation ordinance would be prepared in advance of the hearing notice, and that the language would be available well ahead of the public hearing. He clarified that this item concerns the vacating — not vacationing — of a portion of Main Street as part of a trade with Lance Shotwell. He offered to share further information with any members of the public who wished to learn more about the process.

Motion to set September 24, 2026 as the date for the public hearing on vacating Main Street to Lance Shotwell was made by Council Member David Burton and seconded by Council Member John Dean. The motion carried unanimously.

10. Consider Authorization to Execute Dedication Plat of 100 North South Street on Parcel A-0033-0001-0000

Dan Jessen explained that this item represents the next procedural step following the City's acquisition of the subject property using corridor preservation funds. The original purpose of the acquisition was to establish the right-of-way for 100 North. The city engineer has prepared the dedication plat. Dan clarified that tonight's action does not constitute approval of the roadway dedication plat itself — that authority lies with the Planning Commission, whose chair will sign the plat as the land use authority. Because the City is the property owner dedicating the road, however, the Mayor must sign the plat as well, and she requires City Council authorization to do so. Once the plat is transferred to mylar and reviewed and accepted by the Planning Commission, it will be recorded, formally dedicating the road for public use. A roll call vote was conducted.

Motion to authorize the Mayor to execute the Dedication Plat of 100 North South Street on Parcel A-0033-0001-0000 was made by Council Member David Burton and seconded by Council Member Lyle Barton. Upon roll call vote: Council Member Rochell Topham — Aye; Council Member David Harris — Aye; Council Member Lyle Barton — Aye; Council Member John Dean — Aye; Council Member David Burton — Aye. The motion carried unanimously.

WORK AGENDA

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

Council Member David Burton reported that the Iron County Fair appeared to be a strong success. He noted that pressurized irrigation remains on red status — one day per week — and, per discussion with City Administrator Jessen, will remain at that level through the end of the season. He expressed that, given the moisture, cooler temperatures, and longer days this year, he anticipated the season would extend to its normal length, which he described as a positive outcome.

Council Member John Dean reported attending the Planning and Zoning meeting, where the commission discussed an annexation petition, zoning recommendations for upcoming property, the Lance Shotwell boundary adjustment and road dedication plat, and a sign ordinance update. He also attended the Iron County Economic Health and Development Committee meeting on September 1st, where members received a recap of the Utah One Summit, state economic development updates, and a

tourism and travel report. He noted the meeting was productive with considerable statistical data presented.

Council Member Lyle Barton provided an update on the water diversion project, reporting that the dam has been built and rip-rapped, with grout cement application scheduled for discussion on Friday. All gates, including the large gate, have arrived, and the project is expected to reach closure within the next couple of weeks. He also noted that complaints had been received regarding willows along 200 South obstructing sightlines for residents backing out of their driveways, particularly near Biasi's, and that he had spoken with Aldo, who indicated a crew may be able to address the trimming the following week.

Council Member David Harris thanked Council Member Dean for covering the Economic Development Committee meeting in his absence. He reported attending the Airport Board meeting, where discussion centered on the FBO operators' uncertainty regarding how active the Council wants the airport to become. Harris encouraged the FBO to bring forward specific ideas so the Council can respond with direction. He also encouraged community members to attend the upcoming kids' livestock show, with the sale scheduled for Saturday morning at 9:00 AM, showmanship on Friday, and the carcass contest having already taken place. He noted it is a meaningful event for local youth.

Council Member Rochell Topham reported attending the USS Iron County ceremony at the Iron County Courthouse on Labor Day. She described it as a moving and unexpected experience. The ceremony centered on a historic 48-star American flag that had been donated to the county, subsequently forgotten in the courthouse basement, and later rediscovered by Commissioner Blake and John Whittaker. In the time since its rediscovery, the flag was flown at the Utah Summer Games, at the state capital, and over the nation's capital in Washington, D.C., before being flown one final time at the Labor Day ceremony. A plaque and display case have been installed inside the courthouse to permanently house the flag. Council Member Topham noted that her uncle, a retired Navy serviceman, was among those who spoke at the ceremony, making the event personally significant.

City Manager Dan Jessen provided the following updates:

- **Axon Contract Amendment:** The City will need to add two additional logins to the Axon contract for reserve/auxiliary officers, who are currently limited in their policing capabilities without them. This item will appear on the next meeting's action agenda due to time constraints on the contract. Council members were encouraged to speak with Chief Adams in the interim.
- **Bridge Project:** A significant bureaucratic delay was resolved after Jessen pushed back on a requirement for the gas company to obtain a new stream alteration permit when one was already in place. The intervention saved approximately three months of waiting, and the gas company is expected to proceed shortly.
- **Airport Lightning Strike:** A lightning strike at the airport was determined to be the cause of the fuel system outage that had been preventing fuel sales. The affected circuit board component was bypassed by Megan working with the vendor, a replacement part was ordered, and fuel sales have resumed.
- **Brian Head Peak Overlook Ribbon Cutting:** A ribbon cutting for the new structure at the Brian Head Peak Overlook is scheduled for September 16th at 10:00 AM. All interested community members and volunteers are welcome to attend.
- **EDA Grant:** Following approximately two months of responding to questions and submitting updated documentation, the Economic Development Administration has accepted all edits for the airport road and manufacturing infrastructure grant application. The application is now under final review, with approval hoped for by the end of June.

Mayor Mollie Halterman provided several updates:

- **IHC Clinic:** In response to a public comment from Jennelle Zajac encouraging context for audience members, Mayor Halterman explained that a new IHC (now branded "IH") medical facility has been planned for a long-standing site on 200 South. After years of uncertainty about the project's status, Mayor Halterman raised the matter directly with IHC President Jameson, who confirmed the facility is moving forward. The clinic is expected to offer diagnostic services and serve as a significant medical resource for residents and visitors injured on the mountain, reducing the need to travel to Cedar City. Construction is anticipated to begin in 2027.
- **League of Cities and Towns Fall Conference:** The conference is scheduled for October 27th and 28th at the Salt Palace. Council members wishing to attend were asked to notify the City Recorder promptly due to rising hotel rates.
- **Tourism and Economic Data:** Mayor Halterman noted that Tricia Harris, executive member of the Chamber of Commerce and former Iron County Economic Development staff, will be providing more regular tourism traffic updates to the City. The Mayor expressed anticipation in reviewing data from the Iron County Fair to assess visitor numbers compared to prior years.
- **CIB Board Presentation:** Mayor Halterman, City Librarian Cori Adams, and City Treasurer Jerry Ross presented to the Community Impact Board (CIB) seeking library funding. Despite a challenging environment — 27 applicants, limited grant funding, and the group presenting last — the City received a preliminary indication of a \$142,000 grant and a \$333,000 loan at 1.5% interest. Final confirmation is expected at the October 1st CIB meeting.
- **Iron County Economic Development Grant:** The annual business development grant program through the Iron County Economic Development Committee is open from September 1st through September 20th. Applicants must submit a business plan and presentation, with pitches scheduled for October 29th. Mayor Halterman encouraged local entrepreneurs to apply and noted that Parowan businesses are underrepresented among past applicants.
- **Sam Wesley Concert:** Mayor Halterman briefly noted attending a community concert at which the same vocalist who performed the national anthem at the Iron County Fair — and who recently signed a recording contract — also performed. She described the event as a meaningful community gathering capped by a memorable sunset moment.

City Recorder Callie Bassett shared a point of information: Elle Anderson, Miss Teen Utah, won the Miss America's Teen title the previous weekend in Florida. Dan Jessen noted that he had met Ms. Anderson at the Miss Iron County pageant, where she served as emcee, and remarked on her talent and dynamic presence.

City Attorney Scott Burns offered no formal updates but took a moment to commend the Council and Mayor for the collegial and productive working environment he has observed since beginning his work with the City, noting it as a marked and welcome change.

Public Comment — Jennelle Zajac (newly appointed Shade Tree Committee member) addressed the Council, complimenting the group's rapport and effectiveness while respectfully requesting that members provide more context during meetings for the benefit of community members and those watching recordings who may not be familiar with the background of items being discussed.

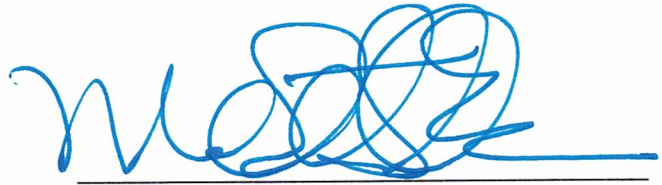
12. Closed Session

No closed session was held.

13. Adjournment 40:37

Motion to adjourn was made by Council Member David Burton and seconded by Council Member Rochell Topham. The motion carried unanimously.

The meeting was adjourned at 6:10 p.m.



Mollie Halterman, Mayor



Callie Bassett, CMC, City Recorder

Date Approved: Sept. 24, 2020

