

THE REGULAR TOWN COUNCIL MEETING MINUTES
WEDNESDAY, AUGUST 19th, 2026, AT 6:30 P.M.
CASTLE VALLEY TOWN BUILDING - 2 CASTLE VALLEY DRIVE

****This meeting was a hybrid meeting held electronically by Zoom and also in person at the anchor site of the Town Building.**

Council Members Present: Mayor Duncan, Council Members Gibson, Hill, Holland, and O'Brien.

Council Present on Zoom: None

Absent: None

Present at the anchor site: Dorje Honer, Colleen Thompson, Egmont Honer, Ron Drake, the Llewellyns and Neal Herbert.

Others Present on Zoom: John Groo and Laurie Simonson.

M Duncan called the Meeting to Order and Buck called role at 6:30 PM.

Regular Town Meeting

1. Open Public Comment: CM Holland announced that DWR is in negotiations with SITLA to buy two blocks of land in the LaSals. Not the parcel Under Canvas wanted to develop and not parcels in the Town's watershed.

Neal Herbert introduced himself; he is running for the County Commission at Large seat. He gave a brief history of his experience working for the National Parks and emphasized once he is elected his hope is that County Commission can improve their leadership, trust, and collaboration. He will be back here next Thursday for the Candidates Meeting.

2. Approval of Minutes: Regular Town Council Meeting Minutes from July 15th, 2026.

CM Hill motioned to approve the Minutes from the Regular Town Council Meeting from July 15th, 2026.

CM O'Brien seconded, motion passed unanimously with CM Holland abstaining.

Approval of Minutes: Public Hearing on the Tax Increase Minutes from August 12th, 2026.

CM Hill motioned to approve the Minutes from the Public Hearing on the Tax Increase on August 12th, 2026. CM O'Brien seconded, motion passed unanimously with CM Holland abstaining.

*Water Agent and Water Advisory Committee Report - John Groo reported that Attorney Emily Lewis attended the WAC Meeting by Zoom and gave a very informative power point on the future of water banking and leasing. Groo is still waiting to hear back from Attorney John Clyde on revisions to the Town's Water User Agreement. The Town may also need to update our 40-year Water Use/Rights Protection Plan as there have been some fundamental changes.

*Road Department Report- D. Honer explained the cost comparisons for cold patching the broken edges of asphalt along CV Drive. He is looking into making the repairs a more streamlined, less expensive process. This could include milling and reusing the broken asphalt as patch material. All these repairs will need to happen before chip sealing. M Duncan was concerned that if this work is done in-house, we still need the regular road work done so this additional work and equipment should be budgeted as a capital project. Honer will continue looking into options to recycle asphalt material.

*Planning & Land Use Commission- Deb Testa/ Colleen Thompson. Minutes provided no questions.

*Utah Renewable Communities-CM Gibson nothing new to report.

*Fire District-Chief Drake reported Patric O'Kelley had donated his gym equipment to the Fire District; the old equipment is up for grabs outside Fire Station 2.

* Information Technology (IT) - Colleen Thompson reported the library's Wi-Fi is now on a battery backup that should last at least 12 hours in event of a power outage people can go down and use it, the password is posted on the front door. Also, the Town's server and one of the office computers is now on a battery backup.

4. Correspondence: None.

5. Administrative Matters & Procedures: Groundskeeper and PLUC Clerk positions are both open again.

NEW BUSINESS

6. Discussion and Possible Action re: Updating the Capital Projects Plan.

During the Tax Increase Public Hearing there was some discussion about this Plan and that we need to keep it updated. The Plan was last updated in 2024 as part of Grant Application Process. Great news many of those Projects have been completed:

Upper Eighty Low Water Crossing

Buying a Grader and Backhoe

Replacing the Castle Creek Culvert under Castle Valley Drive

Water Budget / Isotope Study + peer review

In addition to using Capital project funds these projects were the culmination of over \$750K in grants.

The 2026 Plan Update

Chip Sealing CV Drive will always be kept in the Plan as we need to put funds away in the Capital Roads Fund every year to save up enough to re-chip seal approximately every 10 ten years.

Additions:

Roads Capital Fund

Dump Truck, Cold planer, and Compactor replaces the rock crusher, Sander, Water tank and pump, mower attachment.

General Capital Fund

Generator for the Town Building back up power, Water Metering, Partial Water flume on Castle Creek on the BLM (?), Town Building windows and roof replaced, Greenbelt Fire Mitigation

After further discussion the Council agreed to put a minimum of \$50K every year into Capital Funds for these projects. Item dropped plan revision to be approved next month.

CM Hill moved to change agenda order switching around Items 8 with Item 7, CM Gibson seconded motion passed unanimously.

8. Discussion and Possible Action re: Resolution 2026-8 Approving the FY 2027 Budget to include the tax increase.

CM Hill explained that because we did not receive the final \$277K reimbursement portion of the culvert grant money until FY 2027 she had to adjust that out of the FY2026 budget and include it in the Proposed FY2027 budget. Once all the EWP transfers were done, we have \$322K in our Capital Road Funds. So, we do have enough to proceed with CV Drive repairs and chip sealing in 2027. M Duncan had changes to the FY2027 Budget specifically the B and C funds reduced from \$77K to \$66K and the Water Agent salary reduced from \$16K to \$11K, as there are only 4 more months both John and Sarah will be working, with those reductions it would change the Capital Fund transfers to \$66K.

CM Hill asked next year to have more feedback on the proposed budget prior to the Council Meeting and approval.

CM Gibson moved to approve the FY2027 Budget to include the property tax increase; CM O'Brien seconded motion passed unanimously.

7. Discussion and Possible Action re: Resolution 2026-7 Approving the Certified Tax Rate.

CM Hill moved to approve the Resolution 2026-7 Approving the Certified Tax Rate CM O'Brien seconded motion passed unanimously.

9. Discussion and Possible Action re: Approving PLUC selection process language amendments to Ordinance 2026-2.

CM Hill moved to approve amendments to Ordinance 2026-2; CM O'Brien seconded motion passed unanimously.

10. Discussion and Possible Action re: Approving Amendments to Ordinance 83-3 Chapter 4 Section 4.2 (D) regarding Farm Stands.

CM Hill moved to approve amendments to Ordinance 85-3, CM Gibson seconded, motion passed with M Duncan abstaining

11. Discussion and Possible Action re: Resolution 2026-9 Adopting the 2025 Castle Valley Hazard Mitigation Plan.

The Council agreed that in future the Town will work with Grand County and have Castle Valley included

in the County Plan

CM O'Brien moved to adopt the 2025 Castle Valley Hazard Mitigation Plan, CM Hill seconded motion passed unanimously.

12. Discussion and Possible Action re: Road Dept. Purchase order for CAT transmission Oil for \$2449.70
CM Hill moved to approve the Road department purchase order; CM O'Brien seconded, motion passed unanimously.

UNFINISHED BUSINESS -none

13. Closed Meeting (If necessary)

14. Payment of the bills.

CM Gibson moved to pay the bills in addition to \$335.71 Tractor Supply invoice, CM O'Brien seconded and the motion passed unanimously.

ADJOURNMENT

M Duncan adjourned the Meeting at 8:00 PM

Approved:



Jazmine Duncan, Mayor

Attested:



Jocelyn Buck, Town Clerk