

Hinckley Town Council
Hinckley Town Council Chambers
161 E. 300 N., Hinckley, UT
Digital Recording
Thursday, September 17, 2026

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

Invocation Skip Taylor

I. Pledge of Allegiance

II. Roll Call:

Mayor Alan Miller

Council Members: Skip Taylor, Chris Mork, Ron Black

Town Clerk: Tresa Taylor

Town Maintenance: Joe Stevens

III. Guests: Trent Staheli, Sarah Smith (Utah Coalition of Cities and Counties), Brandon (UC3)

IV. Approval of Minutes

Council Member Chris Mork moved to accept the meeting minutes as presented for, September 3, 2026. Seconded by Council Member Skip Taylor, all voted aye.

V. Petitions, Remonstrances and Communication:

None.

VI. Report of Governing Body - Boards - Committees:

Water: Council Member Chris Mork reported that the water booster skid controller suffered an error likely caused by summer heat, but it is currently running effectively.

Water Grant Application: Council Member Ron Black stated the water grant application for cyber security was successfully submitted today.

Planning & Zoning: Council Member Ron Black reported P & Z has initiated the process to revise town code to change the Appeals Authority from a 5-member body to a 1-member authority (hearing officer). A draft ordinance has been prepared, with a public hearing scheduled for their next meeting before being forwarded to the Council.

VII. Staff Reporting

None.

VIII. New Business

1. Council Seat Vacancy - Interview all candidates interested in the council seat vacancy, select a candidate, and swear in the successful candidate.

Mayor Miller invited candidate Trent Staheli to the podium to address the Council. Trent stated that he has been a resident of Hinckley for 10 years, lives in the Palmer home at the end of the road, works for the BLM as a Facility Manager, and expressed interest in contributing to the community as his schedule now allows.

Council Member Ron Black moved to appoint Trent Staheli to fill the Council seat vacancy created by Kristi Townsend's departure. Council Member Chris Mork seconded the motion. Roll call vote: Council Member Skip Taylor, aye; Council Member Chris Mork, aye; Mayor Alan Miller, aye; Council Member Ron Black, aye.

Town Clerk Tresa Taylor administered the Oath of Office to Trent Staheli and he joined the Council.

2. Sarah Davenport Smith - Introduction to Utah UC3 Services.

Sarah Smith introduced UC3/s services, emphasizing their approach to apply constitutional and case-law analysis to bills proposed and passed during legislative sessions and to provide local government leaders an impact assessment.

Highlighted their cumulative impact tracking of legislative bills affecting municipal authority (e.g., SB 284 land use and appeal authority changes, planning commission training requirements, and water plan integration).

Outlined membership options and noted access to legal counsel contracted through UC3 (up to 5 hours included with membership).

Reviewed packet materials provided to the Council, including the dues schedule (\$1,250/year for Hinckley's size bracket), legislative wrap-up reports, newsletter series, and resources regarding data center development projects.

IX. Outstanding Business

None.

X. Miscellaneous Discussion

Water Meter Relocation (Brad Christensen):

The Council reviewed and Mayor Miller signed the letter Attorney Todd Anderson drafted regarding relocating the water meter service connection for Brad Christensen at 1511 North 300 W.

Land Transfer Agreement (Town Sign Property):

The Council reviewed a draft agreement to execute a land exchange of approximately 513 sq ft. In exchange, the town will cover certain sewer and survey costs.

Maintenance Position Description / Personnel Policy Update:

Mayor Miller discussed updating the maintenance job description and town personnel policy regarding town-funded training/certification expenses. Proposed a standard 5-year reverse-tiered reimbursement policy: if an employee terminates employment voluntarily within 5 years of receiving a town funded certification/training, they reimburse a prorated percentage.

Sewer Lagoon Funding:

Mayor Miller informed of an upcoming Wednesday meeting at 8:30 AM with the Water Quality Board regarding shifting engineering/construction management line items within the project budget for the sewer lagoon upgrades.

CDBG Funding:

Reminded Council of the upcoming CDBG How-to-Apply Workshop on Monday, September 28, 2026, at 11:00 AM in Richfield (requires attendance to apply for CDBG funding).

Hinckley Cemetery Well / Water Usage Agreement:

The Council discussed a well and water usage agreement is needed with the cemetery district. The Cemetery District will continue to be responsible for well/pump repairs and maintenance. The agreement will require the Cemetery District to install a water meter at the cemetery to track water usage for town water usage reporting. Mayor Miller asked Clerk Tresa Taylor to contact Attorney Todd Anderson to draft the agreement.

Employee Reinstatement Date:

Joe Stevens requested the Council to reinstate his original hire date. The Council reviewed the Town Personnel Handbook (Section III: EMPLOYEE HIRING 4. PLACEMENT. D. Reinstatements 2. Voluntary resignations) which states that employees reinstated within six months after date of termination may maintain their original anniversary date, subject to Mayor and/or Town Council approval if they are re-employed by Hinckley Town within six months after date of termination. The Council agreed to reinstate Joe's original hire date (2019) for vacation accrual going forward.

Water Line Identification / Hydrovac Results:

The Council discussed the results conducted by Patriot Hydrovac on main water line test spots: Concrete asbestos pipe was located on 100 North (between Main St and 100 West), which will require replacement. Main Street (between 100 N and 400 N) bared 6" PVC pipe and the town's water GIS map was updated from 4-inch in this area.

XI. Training

None.

XII. Payment of Bills

Council Member Ron Black moved to approve the following purchase orders and pay

bills:

PO # 458: Utah League of Cities & Towns, Membership Dues, \$500.00,

PO # 459: The Times-News Publishing Co, Pioneer Days Advertising, \$213.60,

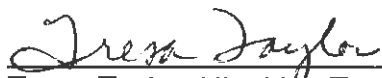
PO # 460: Ashton Farm Custom Meats, Hamburger Patties, \$236.70,

PO # 461: Tinks, Fire Department, Air Tank & Filter, \$386.03.

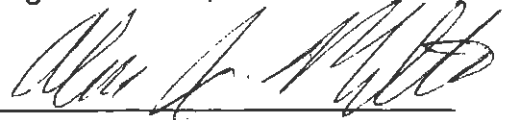
Council Member Skip Taylor seconded the motion, all voted aye.

XIII. Adjournment

Council Member Chris Mork moved to adjourn the meeting at 7:53 PM, seconded by Council Member Trent Staheli, all voted aye.



Tresa Taylor, Hinckley Town Clerk
Dixie Talbot, Hinckley Town Clerk



Mayor Alan J. Miller