

OGDEN VALLEY CITY COUNCIL
MINUTES OF OGDEN VALLEY COUNCIL WORK SESSION MEETING
September 14, 2026, 2:00 p.m.
Huntsville Town Hall, Council Chambers, 7474 East 200 South, Huntsville, Utah

Name	Title	Status
Janet Wampler	Mayor	Absent
Tia Shaw	Council Member	Absent
Peggy Dooling-Baker	Council Member	Present
Kay Hoogland	Council Member	Present; arrived late at 2:15pm; left at 4:34pm
Chad Booth	Council Member	Present
Don Hickman	Mayor Pro Tem / Council Member	Present
Sharon Robbins	Recorder	Present
Kathy Zindel	IT Director	Present
Brian Carver	City Planner	Present
Sherrie Broadbent	Finance Director	Present

1. Call to Order by Mayor Pro Tem Hickman at 2:00 p.m.

- a. Roll Call** – Mayor Wampler was absent. The meeting was led by. Council Member Shaw was absent.
- b. Pledge of Allegiance** was led by Mayor Pro Tem Hickman.
- c. Moment of Silence** was observed for approximately one minute.

2. Review Consent Agenda Items

- a. Minutes
- b. Business Licenses
- c. Payment Report
- d. Appeal Authority
- e. City Administrator

Craig Call has been put forward as the Appeal Authority for one appeal only. After that appeal a different Appeal Authority will be required.

There was discussion about how much involvement Council members will have with the recommended City Administrator prior to providing advice and consent.

City Planner Carver asked for a follow up on one of the business licenses.

3. Liberty Pathway Engineering Update – Presentation by Alan Wheelwright

Alan Wheelwright discussed a proposal on the Liberty Pathway project. It will be part of the Pineview Loop. The project is suggested to include the Burton Wall and connection between Liberty Park and Snowcrest Junior High School through River Road. It does not include engineering on the bridge.

The project will spend impact fees, if available. The project will go out for full bid and look for ways to keep the costs down. Mr. Wheelwright indicated he will have bids by the end of October.

4. SMS Service for City Phone Numbers – Presentation by Kathy Zindel

IT Director Zindel indicated this service will separate personal from City phone numbers. There is a Consumer Protection form with the option to opt out. The cost is a \$50 set up fee and \$50 per month.

Pro Tem Mayor Hickman indicated the go ahead to spend the funds.

5. Review and Discuss Resolution 2026- Audit Company Contract

Sherrie Broadbent indicated the City must conduct an audit of 2026. A firm has been selected and has been provided a letter of engagement. There is a resolution to approve the engagement of the firm. Mayor Pro Tem Hickman recommended approving the resolution.

6. Update on Switch from Zoom to Teams

The City will continue to communicate to the public about the switch from Zoom to Teams. Council member Dooling-Baker indicated the City should try to get out to Social Media. Other members provided additional possible communications paths to get the information out to the residents.

7. Update on OVC-DW Core Team and Kick-Off

Mayor Pro Tem indicated a formal kickoff meeting will be held with Design Workshop on September 18th, to initiate the WFRG grant project. Council members Booth and Hickman, Mayor Wampler, and JUB staff will attend the meeting on behalf of the City. There will be a proposal that comes out of this meeting with more detailed updates next week.

8. Discussion on Critical Steps to Initiate Hiring Process

a. Portfolio SOP 1-Pager – Due September 30

Council member Hoogland reminded the Portfolio SOP 1-pager is due on September 30th. She will resend the template for Council members to complete the template for their portfolios.

b. Staffing Update: Postings for Positions – Public Works, Community Development Manager, City Planner

There is an article for the Ogden Valley News describing the Public Works position and requesting applications.

There was significant discussion about the Community Development and City Planner positions. Council member Dooling-Baker asked that the Community Development position start as a part-time position and move to a broader vision.

The City Planner position needs a job description to be created and may be able to be filled with interns or USU program associates.

Mayor Pro Tem Hickman indicated the opinion of the new City Administrator should be requested in a work session prior to advertising or filling a Community Development or City Planner position. Council member Dooling-Baker requested the City make sure the funds are there.

c. Stipends & Salaries: Public Hearing & Meeting Tomorrow

A resolution to approve the stipends is on the agenda for a vote in the City Council meeting tomorrow. There are two hearings scheduled. One hearing for elected and statutory officers and the second hearing for executive municipal officers. The compensation schedule was provided as part of the hearing information.

There was a request by Council member Booth to take Section 2 out of the elected and statutory officers resolution as separate consideration.

10. Discussion: Are We Missing Important Focus Items That Citizens Care About?

Council member Booth indicated the City should be more upfront and push information to the residents. Topics to push out would include the financial picture, growth and development, tax increase, local control, STRs, City name, and noise/trucks/traffic.

Council member Dooling-Baker indicated there needs to be a stronger focus on quality of life in the valley.

Council member Hoogland asked that each council member put their list together for the next meeting.

Mayor Pro Tem Hickman indicated he will ask the Mayor to put this on the next meeting agenda.

11. Discussion: Special Events

Discussion was deferred since Council member Shaw was not present.

12. Council Comments

Council member Dooling-Baker indicated she is hearing from residents about the construction noise. The work has started on the pipeline. Mayor Pro Tem Hickman indicated that Sunrise Engineering is the prime contractor and that there will be more communications with the newspaper and the City.

She also asked what is the City doing with ICE. Mayor Pro Tem indicated the Sheriff will provide an update tomorrow.

Council member Hoogland indicated there are multiple STR resolution versions under discussion. She will report back later.

Council member Booth indicated there is an upcoming OVLT event coming up. He also noted there are a number of shipping containers in residential areas. Mayor Pro Tem Hickman indicated this has been sent to the City Planner.

Mayor Pro Tem Hickman indicated there is an issue with the Divide. It is not included in the roads budget.

He stated there will be discussions about Seven Sewers, Utah State surface water monitoring later. He noted that the City pays the delinquencies on Waste Management.

13. Closed Meeting (As needed for any purpose as allowed in UCA 52-4-25).

No closed meeting was requested.

14. Adjournment

Council member Booth moved to adjourn the meeting. Council member Dooling-Baker seconded the motion. The vote passed 3-0, with 2 absent. Council member Hoogland left prior to the close of the meeting.

The September 14, 2026 work session minutes were Approved by the Ogden Valley City Council on the 6th Day of October, 2026.

Signature: *Sharon Robbins*

Printed Name: Sharon Robbins