

WALES TOWN COUNCIL PUBLIC HEARING

September 1, 2026

Held at Wales Town Hall

Meeting commenced at 7:02 p.m.

CALL TO ORDER: Mayor James Roberts called the meeting to order.

ROLL CALL:

Council members in attendance: Mayor James Roberts; Council Members Brian Smith and Helen Clawson; Town Clerk Kevin Washburn; and Deputy Clerk Doug McMullin.

Residents in attendance: Tim Eastman and Ken Miller.

Non-residents in attendance: None.

PLEDGE OF ALLEGIANCE: Led by Mayor James Roberts.

PRAYER/INSPIRATIONAL THOUGHT: Offered by Council Member Brian Smith.

Mayor Roberts opened the meeting to review and discuss the FY-2027 budget amendment for the mini excavator purchase, and to review three related ordinances concerning impact fees, water rates and fees, and establishing and regulating the water department. Mayor Roberts noted this was a discussion-only meeting; the only vote taken was the motion to close the meeting.

Budget & Ordinance Discussion *(no votes taken except as noted)*

1. FY-2027 Budget Amendment — Equipment Purchase (Mini Excavator)

- Mayor Roberts reported the town had previously budgeted \$20,000 per year for five years (\$10,000 from the water budget and \$10,000 from the general fund) to finance a new Kubota mini excavator from Hermansen's.
- Financing would have carried a higher interest rate than expected; paying the \$91,000 purchase price up front instead saves the town an estimated \$15,000–\$20,000 over the life of the financing option and qualifies for an \$8,500 discount.
- The proposed amendment removes the two \$10,000 line items and adds \$91,000, funded from the town's general fund (reported on the financial statements under the Capital Projects Fund). Town Clerk Kevin Washburn confirmed no new budget lines are needed, as funds are transferred directly from the general PTIF account.
- The mini excavator will replace the town's aging backhoe, which Mayor Roberts noted is increasingly costly to maintain; the backhoe will be retained for other uses.
- No public comment or council objection was raised on this item.

2. Ordinance 2024-01 — Impact Fees

- Mayor Roberts proposed raising the water impact fee from approximately \$5,600 to \$6,600 to help offset the cost of new equipment used to connect new water hookups, consistent with the town's practice of having new connections help pay for existing infrastructure.
- Roberts noted the impact fee was \$7,900 five years ago, so the proposed \$6,600 remains below that level and among the lowest in the county.
- Council Member Smith commented that impact fees typically do not discourage development and can help fund improvements such as parks.

3. Ordinance 2026-02 — Water Rates and Fees

- Mayor Roberts noted the town increased water rates to \$50 per month within the last two months on the recommendation of the town's water rate advisor, Janell Braithwaite, in order to remain eligible for grant funding.
- Council Member Smith and Town Clerk Kevin Washburn stated that current calculations show the water fund is running approximately \$8,000 in the hole, even after the increase to \$50.
- Council Member Clawson asked how long it would take for the increased fee to result in a break-even or profit; Mayor Roberts stated current rates would not achieve a break-even.

- Kevin Washburn stated additional figures are needed before a recommended break-even rate can be presented to the council; the group discussed a hypothetical increase to \$65 per month.
- Braithwaite previously indicated the town's water rate should be near \$78 per month to break even and build a 10–20% reserve, both to sustain the system without full dependence on grants and to remain competitive for state and federal grant funding.
- Deputy Clerk Doug McMullin requested an evaluation of current water-system performance, including the impact of the new booster pump, before any rate decision is made. Kevin Washburn stated this evaluation would take place during September.
- No vote was taken on this item; additional financial analysis was requested before further discussion.

4. Ordinance 2026-03 — Establishing and Regulating the Water Department

- Mayor Roberts stated there was nothing further to discuss on this item at this meeting. The town will review staff recommendations and determine whether an additional public meeting is needed before taking further action.

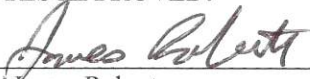
Adjournment of Budget Open Meeting:

Council Member Brian Smith made a motion to close the budget open meeting. Council Member Helen Clawson seconded the motion.

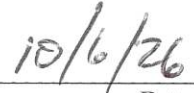
VOTE: In favor: Council Member Smith, Council Member Clawson.
Opposed: None.

Budget open meeting adjourned at 7:19 PM

MINUTES APPROVED:



Mayor James Roberts



Date

ATTEST:



Deputy Town Clerk: Doug McMullin



Date

WALES TOWN COUNCIL MEETING

September 1, 2026

Held at Wales Town Hall

Meeting commenced at 7:20 p.m.

CALL TO ORDER: Mayor James Roberts called the regular Town Council meeting to order immediately following the Budget Open Meeting held the same evening.

ROLL CALL:

Council members in attendance: Mayor James Roberts; Council Members Brian Smith and Helen Clawson; Town Clerk Kevin Washburn; and Deputy Clerk Doug McMullin.

Council members absent: Council Members Brandon Rees and David Larson.

Residents in attendance: Tim Eastman, Ken Miller, and Mikyn Galpin.

Non-residents in attendance: None.

PLEDGE OF ALLEGIANCE: Led at the Budget Open Meeting preceding this session; not repeated.

PRAYER/INSPIRATIONAL THOUGHT: Offered at the Budget Open Meeting preceding this session; not repeated.

Business and Petitions *(including items to be voted upon)*

- Council Member Clawson moved to approve the minutes. Council Member Smith seconded the motion.

VOTE: In favor: Mayor Roberts, Council Members Smith and Clawson.

Opposed: None.

Town Clerk Kevin Washburn presented the invoice register and August 2026 financial statements, including: \$4,700 to Amber Motorsports for a side-by-side utility vehicle for the Fire Department (funded from the town's \$7,500 reimbursement for assisting with the Pole Creek fire); a payment to James Lamb Construction for a fuel-tank pad at the fire station; \$750 to a monument service to add names to the cemetery veterans' memorial; \$14,339.65 to the Utah Local Government Trust for annual insurance; \$8,925 to the Utah State Division of Finance for the annual fire station debt payment; \$651 in Visa card charges; and payroll of \$7,144.11. Washburn also reviewed the operational budget and general ledger reports, noting that several categories that appear high after two months reflect annual payments (insurance, memberships) made early in the fiscal year rather than overspending, and that the Parks Department's supplies and maintenance line appears negative due to a fence expense rolling over from the prior year's budget.

- Council Member Smith moved to approve payment of the invoices. Council Member Clawson seconded the motion.

VOTE: In favor: Mayor Roberts, Council Members Smith and Clawson.

Opposed: None.

Additional Business and Petitions *(including items to be voted upon)*

1. Irrigation company and town liability on open irrigation systems. Mayor Roberts raised concerns about open and partially covered irrigation ditches on private and town property posing a safety hazard. The Council discussed the irrigation company's easements through town property and agreed to coordinate with a council member and the irrigation company's representative to discuss the issue directly before considering further action. No vote was taken.
2. Town building maintenance. The Council reviewed a non-structural crack in the exterior facade of the Town Hall and discussed weathering of the building's exterior wood doors, noting a possible future replacement with fiberglass doors. The Council also discussed budgeting to repair or heighten the flagpole in a future fiscal year. No vote was taken.
3. Town office space. The Council discussed a potential future expansion of office space at the Town Hall to accommodate staff, noting scheduling adjustments as a possible interim alternative. The item was tabled for further discussion at a future meeting. No vote was taken.
4. Natalie Howard variance request (sound-barrier fence). No documentation of the medical condition previously discussed has been submitted; no action was taken.

5. ~~Ordinance 2024-01, Impact Fees. Following the discussion held at the Budget Open Meeting earlier the same evening,~~ the Council agreed to gather comparative impact fee data from other municipalities and to hold a public meeting at the next regular meeting before voting on any increase. No vote was taken.
6. Planning & Zoning Commission appointments. Mayor Roberts publicly thanked outgoing Planning & Zoning Commission members Lee Fox and Delos Bowers for their years of service, and proposed appointing Ken Miller and Dan Delane to the Commission.

Council Member Smith moved to approve the appointments of Ken Miller and Dan Delane to the Planning & Zoning Commission as outlined by Mayor Roberts. Council Member Clawson seconded the motion.

VOTE: In favor: Mayor Roberts, Council Members Smith and Clawson.

Opposed: None.

Reports by Town Officers and Boards

Mayor James Roberts

1. Pump house building update: The project is nearing closeout. A change order for the pump house window was presented — an aluminum frame at \$542.68 or a vinyl frame at \$359.49. The Council will confirm whether a credit is owed for a previously discussed fan before selecting an option.
2. Equipment purchase financing: Previously addressed at the Budget Open Meeting held earlier the same evening (see separate minutes).
3. Backup generator: A quote from Generac is still pending. The Council also discussed pairing a generator with a UPS (uninterruptible power supply) system to eliminate gaps in power during an outage, particularly for the water system pump house. Mayor Roberts will follow up with Tim Eastman on further details.
4. Automated defibrillators: Previously approved; unit cost has increased by approximately \$200 per unit, plus protective cases. Units are planned for Town Hall and the fire station and are compatible with the county's shared EMS equipment.
5. Fire Department: The \$4,700 side-by-side utility vehicle purchase (noted above) was funded using the town's \$7,500 reimbursement for assisting with the Pole Creek fire earlier this year.

Council Member Brian Smith — Parks and Cemetery

1. CDBG grant: Council Member Smith will attend upcoming training on applying for the next round of Community Development Block Grant funding, held early next year.
2. Basketball backboard: Repaired with thicker, vandal-resistant glass for approximately \$800. The backboard will not be installed until security cameras are installed.
3. Loose dogs: A resident reported that two loose dogs chased a pedestrian near a town property; Council Member Smith noted the town will follow up with the owner.
4. Security cameras: Exterior camera installation is scheduled for this coming Friday.
5. Parks and grounds: Turf and irrigation are recovering following a dry summer; reseeding of bare patches is planned for mid-October, to be completed in-house at an estimated savings of \$2,500 versus a landscaping contractor and this reseeding will extend to the cemetery.

Council Member Helen Clawson — Cemetery

1. Grave plot alignment: Discussed the need to keep burial rows in Section 7 properly aligned to allow adequate room for future digging and proposed requiring residents to coordinate headstone placement with the town — potentially through an ordinance and posted signage — before installation.
2. Cemetery cattle guard: Proposed budgeting for a cattle guard at the cemetery entrance (estimated \$750–\$2,500) to keep cattle out without needing to close the gate; recommended for consideration in next year's budget.

Council Member David Larson — Streets and Water

1. Council Member Larson was absent due to illness; a street repair update will be given at the next meeting.

Librarian Mikyn Galpin — Wales Town Library

2. Open house: An open house with refreshments is planned to introduce the library to the community for Saturday September 26 from 10:00am to 1:00pm
3. Library hours: Opening Monday, Wednesday, and Friday, 4:00–6:00 p.m., beginning the following week.

4. ~~Library cards: Free to residents; provide access to the Libby digital app and to materials shared through the town's interlocal agreement with the Fairview library.~~
5. Interlocal agreement: The town pays Fairview \$1 per resident (approximately \$345 total) for shared library access.
6. Donations: The library accepts book and DVD donations.
7. Patronage tracking: Discussed tracking the number of patrons served, in addition to cards issued, to support future budget requests.
8. Public computer: A computer donated by Gary Kennington will be set up for public use once returned from servicing.
9. Safety note: Galpin noted that opening the library to the public can bring occasional loitering concerns and asked to have town contact information available if assistance is needed.

Administration — Kevin Washburn and Doug McMullin

1. Security cameras: Interior cameras are operational; exterior installation is scheduled for the coming Friday. The town is seeking permission to mount an additional camera on a nearby utility pole.
2. Town website: A title company representative located property information from prior meeting minutes on the town website in the course of a title search and remarked on being grateful for the accessibility. The website recorded 355 page views from 128 unique visitors during a 7-day reporting period.

Adjournment:

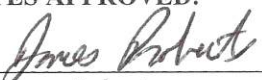
Mayor Roberts made a motion to adjourn; Council Member Smith seconded the motion.

VOTE: In favor: Mayor Roberts, Council Members Smith and Clawson.

Opposed: None.

Meeting adjourned at 8:20 PM

MINUTES APPROVED:

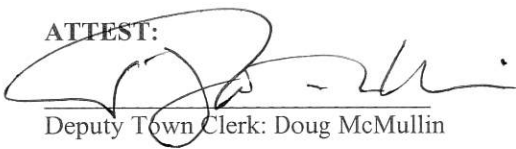


Mayor: James Roberts

10/6/26

Date

ATTEST:



Deputy Town Clerk: Doug McMullin

10/6/26

Date